



**CITY COUNCIL AGENDA**  
**Monday, October 16, 2017**

**5:00 p.m.** **Closed session as provided by Section 2.2-3712 of the Virginia Code**  
*Second Floor Conference Room*  
(City Manager annual performance evaluation; Boards & Commissions; Parks Acquisitions)

**7:00 p.m.** **Regular Meeting - CALL TO ORDER**  
*Council Chambers*

**PLEDGE OF ALLEGIANCE**  
**ROLL CALL**

**PUBLIC HEARING** August 12 & October 7: Community Response

**AWARDS/RECOGNITIONS** James Taylor  
**ANNOUNCEMENTS**

**CITY MANAGER RESPONSE TO MATTERS BY THE PUBLIC**

**MATTERS BY THE PUBLIC** Public comment is provided for up to 15 speakers at the beginning of the meeting (limit 3 minutes per speaker.) Pre-registration is available for up to 10 spaces, and pre-registered speakers are announced by noon the day of the meeting. The number of speakers is unlimited at the end of the meeting.

**1. CONSENT AGENDA\*** (Items removed from consent agenda will be considered at the end of the regular agenda.)

a. Minutes for October 2, 2017

b. **APPROPRIATION:** Virginia Juvenile Community Crime Control Act Grant – \$452,704 (2<sup>nd</sup> of 2 readings)

c. **APPROPRIATION:** Virginia Department of Health Special Nutrition Child and Adult Care Food Program – \$32,000 (2<sup>nd</sup> of 2 readings)

d. **RESOLUTION:** Washington Park / Madison Avenue bicycle connector path (1<sup>st</sup> of 1 reading)

e. **RESOLUTION:** Allocation of Charlottesville Affordable Housing Funds (1<sup>st</sup> of 1 reading)

f. **RESOLUTION:** Capital Funds Transfer to Charlottesville Affordable Housing Fund (1<sup>st</sup> of 1 reading)

g. **RESOLUTION:** Federal Project Funding for Transit Division (1<sup>st</sup> of 1 reading)

**2. PUBLIC HEARING/** State Of Good Repair (SGR) for bridge repairs –\$10,079,968.00 (1<sup>st</sup> of 2 readings) –  
**APPROPRIATION\*:** **10 mins**

**3. RESOLUTION\*:** Implementation Plan for the Charlottesville Supplemental Rental Assistance Program (CSRAP) – \$900,000 (1<sup>st</sup> of 1 reading) – **15 mins**

**4. RESOLUTION\*:** Belmont Bridge Conceptual Design (1<sup>st</sup> of 1 reading) – **30 mins**

**5. RESOLUTION\*:** West Main Revenue Sharing (1<sup>st</sup> of 1 reading) – **20 mins**

**6. REPORT\*:** Streets That Work Update – **20 mins**

**7. RESOLUTION\*:** Master Planner/Neighborhood Advocate Position (1<sup>st</sup> of 1 reading) – **30 min**

**8. RESOLUTION\*:** Meadow Creek Valley Trail Bridge Grant – \$375,000 (1<sup>st</sup> of 1 reading) – **10 mins**

**9. RESOLUTION\*:** 250 Bypass Commuter Path Grant – \$250,000 (1<sup>st</sup> of 1 reading) – **10 mins**

**OTHER BUSINESS**  
**MATTERS BY THE PUBLIC**

## GUIDELINES FOR PUBLIC COMMENT

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**We welcome public comment;  
it is an important part of our meeting.**

**Time is reserved near the beginning and at the end of each regular City Council meeting for Matters by the Public.**

**Please follow these guidelines for public comment:**

- If you are here to speak for a **Public Hearing**, please wait to speak on the matter until the report for that item has been presented and the Public Hearing has been opened.
- Each speaker has **3 minutes** to speak. Please give your name and address before beginning your remarks.
- Please **do not interrupt speakers**, whether or not you agree with them.
- Please **refrain from using obscenities**.
- If you cannot follow these guidelines, you will be escorted from City Council Chambers and not permitted to reenter.

**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



Agenda Date:	October 2, 2017
Action Required:	Appropriation
Presenter:	Rory Carpenter, Human Services Department
Staff Contacts:	Rory Carpenter, Human Services Department Kaki Dimock, Human Services Department
Title:	<b>Virginia Juvenile Community Crime Control Act Grant (VJCCCA) - \$452,704</b>

**Background:**

In July 2010, the City of Charlottesville became the fiscal agent for the Virginia Juvenile Community Crime Control Act (VJCCCA) funds for both Charlottesville and Albemarle County. This funding stream was established by the 1995 Virginia General Assembly to create balanced, community-based systems of sanctions, programs and services for juvenile offenders. These funds are used to support the Community Attention programs. In Fiscal Year 2018, \$292,058 in VJCCCA funds will be received from the Virginia Department of Juvenile Justice with a required local maintenance of effort of \$52,231 from Albemarle County, and \$108,415 from the City. The grant period is from July 1, 2017 through June 30, 2018.

**Discussion:**

The VJCCCA grant funds the delinquency prevention and youth development services provided by Community Attention for Charlottesville/Albemarle youth involved in the juvenile justice system. These services include the following programs: the Teens GIVE service learning program that provides community service opportunities during both the school year and the summer; the Community Supervision Program that provides pro-social skills training like anger management, individual and group counseling services and case management services for youth on electronic monitoring; the Community Attention Youth Internship Program (CAYIP) paid internship program; and the Juvenile Court Case Manager position providing supervision and case management services for youth identified by the court as truant.

**Alignment with City Council's Vision and Strategic Plan:**

The VJCCCA grant aligns with the City of Charlottesville's Strategic Plan - Goal 2: A Healthy and Safe City Objective 2.3: Improve community health and safety outcomes by connecting residents with effective resources.

Community Attention's VJCCCA funded programs provide community based services that prevent delinquency and promote the healthy development of youth. Expected outcomes include decreased delinquent behavior during and after program participation.

**Community Engagement:**

The VJCCCA funded programs engage youth involved in the juvenile justice system and their families by providing delinquency prevention and youth development programs. The programs also engage and coordinate with other local agencies and organizations in the provision of services to the youth.

**Budgetary Impact:**

There is no impact on the General Fund. The funds will be expensed and reimbursed to the VJCCCA Fund. The required City contribution has already been appropriated as part of the Fiscal Year 2018 Council Adopted Budget so no new funds are required to cover the match.

**Recommendation:**

Staff recommends approval and appropriation of funds.

**Alternatives:**

If the VJCCCA funds are not appropriated, Community Attention would have to serve fewer youth and eliminate programs and staff.

**Attachments:**

Appropriation

**APPROPRIATION**  
**Virginia Juvenile Community Crime Control Act Grant (VJCCCA)**  
**\$452,704**

**WHEREAS**, the City of Charlottesville has been awarded \$292,058 from the Virginia Department of Juvenile Justice; and

**WHEREAS**, this grant requires local maintenance of effort funds in the amount of \$52,231 from Albemarle County and \$108,415 from the City; and

**WHEREAS**, the grant award covers the period from July 1, 2017 through June 30, 2018.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$452,704 is hereby appropriated in the following manner:

**Revenue – \$452,704**

\$292,058	Fund: 220	Cost Center: 3523001000	G/L Account: 430080
\$52,231	Fund: 220	Cost Center: 3523001000	G/L Account: 432030
\$108,415	Fund: 220	Cost Center: 3523001000	G/L Account: 498010

**Expenditures - \$452,704**

\$ 52,832	Fund: 220	Cost Center: 3523001000	G/L Account: 519999
\$399,872	Fund: 220	Cost Center: 3523001000	G/L Account: 530010

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$292,058 from Virginia Department of Juvenile Justice, and \$52,231 from Albemarle County.

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**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



<b>Agenda Date:</b>	October 2, 2017
<b>Action Required:</b>	Approval and Appropriation
<b>Presenter:</b>	Riaan Anthony, Park and Recreation Management Specialist
<b>Staff Contacts:</b>	Riaan Anthony, Park and Recreation Management Specialist Vic Garber, Manager, Recreation Division
<b>Title:</b>	<b>Virginia Department of Health Special Nutrition Program Child and Adult Care Food Program - \$32,000</b>

**Background:**

The City of Charlottesville, through Parks and Recreation, has received approval for a reimbursement of up to \$32,000 from the Virginia Department of Health-Special Nutrition Program to provide free dinner to children 18 and under attending our drop-in afterschool programs through their Child and Adult Care Food Program.

**Discussion:**

Charlottesville Parks and Recreation will operate an afterschool meals program for 36 weeks, during the course of the regular school year. There are currently 4 locations, Friendship Court, Greenstone on 5<sup>th</sup>, South First Street and Westhaven Community Centers that serve children 18 years and under. The reimbursement will cover the costs of a nutritious dinner at these locations, which also have an educational/enrichment component. Most of the children served receive free or reduced meals during the school year. Over 300 children will be served each week during the months of September to May.

The dinners are purchased through the City of Charlottesville School Food Service. The Parks and Recreation Department pays the bills to the City of Charlottesville Food Service and is then reimbursed by the Virginia Department of Health Special Nutrition Programs.

**Community Engagement:**

N/A

**Alignment with City Council's Vision and Strategic Plan:**

Approval of this agenda item aligns directly with Council's vision for Charlottesville to be America's Healthiest City and it contributes to Goal 2 of the Strategic Plan - Healthy and Safe City. Children will receive a nutritious dinner, hopefully replacing a meal that did not exist or providing a healthier balanced option for them.

**Budgetary Impact:**

The funds will be expensed and reimbursed to a Grants Fund.

**Recommendation:**

Staff recommends approval and appropriation of funds

**Alternatives:**

If money is not appropriated, the free dinner program will not be offered to youth, most of whom receive free or reduced meals during the school year.



**APPROPRIATION**

**Virginia Department of Health Special Nutrition Program  
Child and Adult Care Food Program  
\$32,000**

**WHEREAS**, the City of Charlottesville, through Parks and Recreation, has received approval for reimbursement up to \$32,000 from the Virginia Department of Health Special Nutrition Program to provide free dinner to children attending select drop-in afterschool centers; and

**WHEREAS**, the grant award covers the period from period October 1, 2017 through September 30, 2018;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the sum of \$32,000, received from the Virginia Department of Health Special Nutrition Program is hereby appropriated in the following manner:

**Revenue – \$ 32,000**

Fund: 209                      Internal Order: 1900292                      G/L Account: 430120

**Expenditures - \$32,000**

Fund: 209                      Internal Order: 1900292                      G/L Account: 530670

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$32,000 from the Virginia Department of Health Special Nutrition Program.

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**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



Agenda Date:	October 16, 2017
Action Required:	Resolution – VDOT Highway Safety Improvement Program Grant Application
Presenter:	Brian Daly, Director Parks and Recreation
Staff Contacts:	Chris Gensic, Parks and Trails Planner Parks and Recreation
<b>Title:</b>	<b>VDOT Highway Safety Improvement Grant Application</b>

**Background:**

The City of Charlottesville, through the Parks and Recreation Department, is applying for \$75,000 of grant funding from the Virginia Department of Transportation (VDOT) Highway Safety Improvement Program (HSIP). If awarded, the grant funding will be used to construct a bicycle and pedestrian connection from upper Madison Avenue through Washington Park to the intersection of Madison Avenue and Preston Avenue.

**Discussion:**

As identified in the City’s Bicycle and Pedestrian Master Plan, the City proposes to construct a linking path to provide safe and convenient transportation options for bicyclists and pedestrians from the Madison Avenue (south) to Madison Avenue (north). There is currently a staircase in this location that is not conducive for bicycles, strollers or wheelchairs. This trail would provide non-vehicular multi-use travel options for residents of Madison Avenue housing, and students attending Venable School and Burley School as well as for the general public. It would eliminate a longer, steeper, and less safe up Preston Avenue to Rose Hill Drive and back to Madison Avenue at the lower entrance to Booker T. Washington Park. A link to the distinct section of the

**Alignment with City Council’s Vision and Strategic Plan:**

This project supports City Council’s “America’s Healthiest City” vision as well as the “Connected Community” vision, and aligns with Goal 3 in the Strategic Plan of a beautiful and sustainable natural and built environment.

**Community Engagement:**

Charlottesville Neighborhood Development Services has provided multiple opportunities for the public to provide input into the planning process to develop the Bicycle and Pedestrian Plan, which

is a component of the Comprehensive Plan. The plan was adopted in a public hearing in front of City Council.

**Budgetary Impact:**

There is no impact to the General Fund. The local match source of \$10,000 is the Trails Account in the in the Capital Improvments Project (CIP) Fund. The funds will be expensed and reimbursed to a Grants Fund.

**Recommendation:**

Staff recommends approval of the resolution in support of the grant application.

**Alternatives:**

If grants funds are not received, the project shall need to be deferred until additional local funds are available.

**Attachments:**

Resolution, Map

**RESOLUTION**  
**Highway Safety Improvement Program Project Endorsement**

**WHEREAS**, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation to establish a Highway Safety Improvement Program project in the City of Charlottesville.

**NOW THEREFORE BE IT RESOLVED**, that the City of Charlottesville requests the Commonwealth Transportation Board to establish a project for the improvement of Washington Park/Madison Avenue Bicycle Connector Path.

**BE IT FURTHER RESOLVED** that the City of Charlottesville hereby agrees to provide a minimum twenty (20) percent matching contribution for this project.

**BE IT FURTHER RESOLVED** that the City of Charlottesville hereby agrees to enter into a project administration agreement with the Virginia Department of Transportation and provide the necessary oversight to ensure the project is developed in accordance with all state and federal requirements for design, right of way acquisition, and construction of a federally funded transportation project.

**BE IT FURTHER RESOLVED** that the City of Charlottesville will be responsible for maintenance and operating costs of any facility constructed with Highway Safety Improvement Program funds unless other arrangements have been made with the Department.

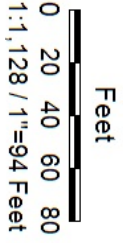
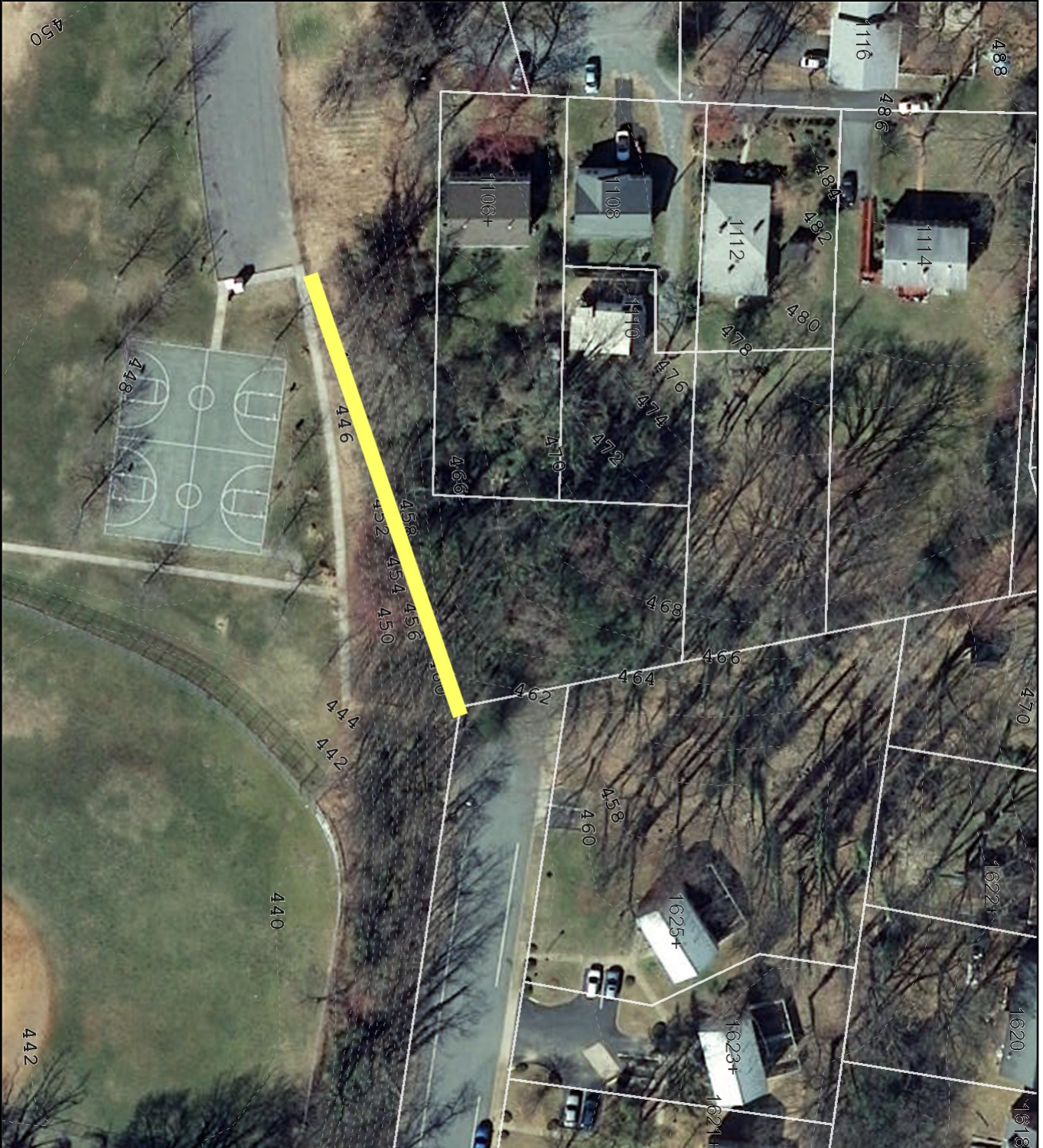
**BE IT FURTHER RESOLVED** that if the City of Charlottesville subsequently elects to cancel this project the City of Charlottesville hereby agrees to reimburse the Virginia Department of Transportation for the total amount of costs expended by the Department through the date the Department is notified of such cancellation. The City of Charlottesville also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration.

Adopted this 16<sup>th</sup> day of October, 2017  
Charlottesville, Virginia

By: \_\_\_\_\_  
Attest

**Legend**

- Parcels
- Addresses
- City Limits
- Elevation Contour Lines - 2ft (2006)



**Title: WashingtonRampAvoidStairs**

**Date: 12/5/2016**

*DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records information, and data obtained from various sources, and Charlottesville is not responsible for its accuracy or how current it may be.*



**CITY OF CHARLOTTESVILLE, VIRGINIA.  
CITY COUNCIL AGENDA**



<b>Agenda Date:</b>	October 16, 2017
<b>Action Required:</b>	Approve Resolution – Allocation of CAHF Funds Approve Resolution – Capital Funds Transfer to CAHF
<b>Staff Contacts:</b>	Stacy Pethia, Housing Program Coordinator
<b>Presenter:</b>	Stacy Pethia, Housing Program Coordinator
<b>Title:</b>	Transfer of \$645,656 from CIP Contingency to the Charlottesville Affordable Housing Fund (CAHF). Allocation of funds for Albemarle Housing Improvement Program (\$905,656) and Habitat for Humanity of Greater Charlottesville’s Project 20 (\$480,000).

**Background:**

Albemarle Housing Improvement Program (AHIP) and Habitat for Humanity of Greater Charlottesville submitted requests for FY 17/18 CAHF funding (in the amounts of \$905,656 and \$480,000 respectively). As staff had received several requests for CAHF support, with total funding requests exceeding available CAHF dollars, staff did not recommend AHIP or Habitat for current Fiscal Year CAHF support. However, during the September 18, 2017, City Council meeting, Council members agreed to fully fund both requests.

In order to fully fund both projects, a total of \$645,656 must be transferred from the CIP Contingency Fund to the Charlottesville Affordable Housing Fund (CAHF). Once the transfer of CIP Contingency funds to the CAHF is complete, allocations of CAHF funds will be made in the following amounts: \$905,656 to the Albemarle Housing Improvement Program to support their Scattered Site Rehab and Emergency Repair programs, and \$480,000 to Habitat for Humanity of Greater Charlottesville in support of their Project 20.

**Discussion:**

AHIP is requesting CAHF funding in the amount of \$905,656 to support their Scattered Site Home Rehabilitation and Emergency Repair programs. The requested funding amount will assist 60 to 70 households preserve their homes, enhance their home health environments, and remain safe at home for years to come. Assistance for each rehab project is provided to the homeowner

as a zero interest loan, secured by a Deed of Trust, forgivable over a period of time depending on the amount of assistance provided.

Habitat for Humanity is requesting CAHF support for the continuation of their Project 20 program. Through this program, the organization purchases residential lots throughout the city for the construction of Habitat family homes. The \$480,000 requested from the CAHF would support the purchase of 16 lots scattered throughout Charlottesville’s neighborhoods, with the intention of integrating lower-income homeownership opportunities into existing market rate communities. The affordability of each Habitat home will be protected by a variety of mechanisms, such as deed restrictions, appreciation sharing and right of first refusal. Proceeds from any future home sales will be reinvested into future affordable housing in the City. Given limited availability of CAHF funds (\$550,395.22 as of October 2, 2017), staff has been directed to allocate existing CAHF dollars to partially fund each program. For AHIP, an amount of available CAHF dollars is to be allocated that, when combined with remaining funds awarded during prior Fiscal Years, equals \$500,000 of AHIP’s total funding request. To meet that directive, staff recommends transferring uncommitted funds from the following AHIP programs to the FY 2018 funding request:

<b>Program Funding</b>	<b>Amount</b>
FY 2017	
Scattered Site Rehab	\$4,676.26
BXBC 10 <sup>th</sup> & Page	\$168,295.56
BXBC Orangedale	18,928.14
FY 2016	
BXBC 10 <sup>th</sup> & Page	\$34,501.09
BXBC Orangedale	\$21,178.99
FY 2014	
BXBC 10 <sup>th</sup> & Page	\$23,350.10
<b>Total</b>	<b>\$270,930.14</b>

These remaining program funds will be combined with an additional \$229,069.86 in FY 2018 CAHF funds for a total of \$500,000. And additional \$240,000 of available CAHF funds will be allocated to Habitat for Humanity’s to cover half of their total \$480,000 funding request for Project 20.

The remaining funding amounts for both projects shall be covered through a transfer from the City’s CIP Contingency Fund to the CAHF in the following amounts:

- AHIP \$405,656
  - Habitat for Humanity \$240,000
- Total Transfer \$645,656**



Should City Council approve full funding for both projects, CAHF will have a remaining balance of \$81,325.36.

**Community Engagement:**

The proposals submitted by AHIP and Habitat for Humanity of Greater Charlottesville are not subject to public review or comment.

**Alignment with City Council Vision and Strategic Plan:**

This request aligns with the City Council Vision of providing “quality housing opportunities for all”, as well as with Strategic Plan Goal 1.3: Increase affordable housing options.

**Budgetary Impact:**

No new funding is required as both the funding to be transferred from the CIP Contingency account (\$645,656) and the CAHF funding to be allocated to these programs were previously appropriated.

**Recommendation**

Staff recommends approval of the transfer of funds funding these programs and fully funding both programs.

**Alternatives:**

City Council could choose to not fund either of these programs, could choose to fund one of the programs, or choose to approve a different amount of funding for either program.

**Attachments:**

Resolutions

Albemarle Housing Improvement Program FY 2018 Funding Request

Habitat for Humanity of Greater Charlottesville Project 20 Funding Proposal

**RESOLUTION**

**Transfer of \$645,656 from CIP Contingency to the Charlottesville Affordable Housing Fund (CAHF)**

**BE IT RESOLVED** by the City Council of the City of Charlottesville, Virginia that the sum of \$645,656 is hereby transferred from the CIP contingency to CAHF in the following manner:

**Budget Transfer From**

\$645,656      Fund: 426                      WBS: CP-080                      G/L Account: 599999

**Budget Transfer To**

\$645,656      Fund: 426                      WBS: CP-084                      G/L Account: 599999

**RESOLUTION**

**Allocation of Charlottesville Affordable Housing Fund (CAHF) for Albemarle Housing Improvement Program (\$905,656) and Habitat for Humanity of Greater Charlottesville's Project 20 (\$480,000)**

**BE IT RESOLVED** by the City Council of the City of Charlottesville, Virginia that the sum of \$905,656 be allocated from the Charlottesville Affordable Housing Fund (CAHF) to the Albemarle Housing Improvement Program for their homeowner rehabilitation and emergency repair programs and that the sum of \$480,000 be allocated from the Charlottesville Affordable Housing Fund (CAHF) to the Habitat for Humanity of Greater Charlottesville for the purpose of providing funds for the Project 20 project.

Fund: 426	Project: CP-084	G/L Account: 530670
Albemarle Housing Improvement Program \$905,656		

Fund: 426	Project: CP-084	G/L Account: 530670
Habitat for Humanity Project 20 \$480,000		

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**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



<b>Agenda Date:</b>	October 16, 2017
<b>Action Required:</b>	Council vote on Resolution
<b>Staff Contact:</b>	John Jones, Transit Director
<b>Presenter:</b>	John Jones, Transit Director
<b>Title:</b>	<b>Update of Authorizing Resolution of Federal Project Funding for Transit Division</b>

**Background and Discussion:**

The Federal Transportation Administration requires that recipients of federal funds update and submit Grantee Authorizing resolutions at least every seven (7) years to reflect authority under current public transportation legislation (49 USC Chapter 53), currently the FAST Act. At this time, FTA is requesting that Region III Grantees review their authorizing resolutions and update them, as needed. After the required signatures are obtained, the Authorizing Resolution must be attached in TrAMS, FTA's Electronic Grants Application and Management Portal.

**Alignment with City Council's Vision and Priority Areas:**

Approval of this agenda item aligns directly with Council's vision for Charlottesville as a *Connected Community*, where the City is part of a comprehensive, transportation system that enables citizens of all ages and incomes to easily navigate our community.

**Budget Impact:**

The City's contribution from general funds and Albemarle County's contribution is budgeted annually to cover the local match requirement for Annual Operating and Capital Assistance.

**Recommendation:** Approve resolution

**Alternatives:**

If City Council chooses not to approve the authorization to file applications with the Federal Transit Administration, Federal Operating and Capital Assistance funds cannot be applied for.

## **RESOLUTION**

**Authorizing the filing of applications with the Federal Transit Administration, an operating administration of the United States Department of Transportation, for Federal transportation assistance authorized by 49 U.S.C. Chapter 53, and/or authorized by any other Federal statutes administered by the Federal Transit Administration, including, but not limited to, applicable sections of 23 U.S.C. Chapter 23**

WHEREAS, the Federal Transit Administrator has been delegated authority to award Federal financial assistance for a public transportation project;

WHEREAS, the grant or cooperative agreement for Federal financial assistance will impose certain obligations upon the Applicant and may require the Applicant to provide the local share of the project cost;

WHEREAS, the Applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia:

1. Charlottesville Area Transit (CAT), a division of the City of Charlottesville, applies for and is the direct recipient of Urbanized Area Formula Program assistance authorized by 49 U.S.C. § 5307, either alone or in addition to other Federal assistance administered by the Federal Transit Administration. The Transit Director, or his/her designee is authorized to execute and file an application for Federal assistance on behalf of the City of Charlottesville with the Federal Transit Administration for Federal assistance authorized by 49.U.S.C. Chapter 53, and/or authorized by any other Federal statutes administered by the Federal Transit Administration, including, but not limited to, applicable sections of 23 U.S.C. Chapter 23.
2. The Transit Director, or his/her designee is authorized to execute and file with its application(s) the annual certification and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant or cooperative agreement.
3. The Transit Director or his/her designee is authorized to execute grant and cooperative agreements with the Federal Transit Administration on behalf of The City of Charlottesville.

**CERTIFICATION of AUTHORIZING RESOLUTION**

The undersigned duly qualified Clerk of Council, acting on behalf of the City of Charlottesville, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the COUNCIL OF THE CITY OF CHARLOTTESVILLE, VIRGINIA held on October 16, 2017.

(If the Applicant has an official seal, impress here.)

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(Signature of Recording Officer)

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(Title of Recording Officer)

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(Date)

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**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



<b>Agenda Date:</b>	October 16, 2017
<b>Action Required:</b>	Public Hearing and Appropriation of Funds
<b>Presenter:</b>	Marty Silman, City Engineer
<b>Staff Contacts:</b>	Marty Silman, City Engineer Tony Edwards, Neighborhood Development Services Manager
<b>Title:</b>	State Of Good Repair (SGR) for bridge repairs – Appropriation of \$10,079,968.00

**Background:** The Code of Virginia authorizes the Commonwealth Transportation Board to use funds allocated to state of good repair purposes for reconstruction of structurally deficient locally owned bridges. The Commonwealth Transportation Board (CTB) approved the prioritization process and methodology for selecting SGR Bridge projects at their June 14, 2016 meeting. The State of Good Repair Program was planned to begin in FY2021. However, based on a more positive revenue outlook, VDOT began using funding through the State of Good Repair Program beginning this year (starting in FY2017).

The City submitted applications for each of our structurally deficient bridges and was fortunate to receive 100% funding for 4 of our structurally deficient bridges.

**Discussion:** Staff is requesting that \$10,079,968.00 be appropriated to new project accounts for each of the 4 bridges that were awarded funding. *The appropriation is needed to allocate the state funding that will be received on a reimbursement basis.*

The breakdown for the projects that were awarded the SGR funding is as follows:

- Route 250 Bypass over Route 29 Business - \$3,847,554
- Route 250 Bypass over Rugby Ave - \$2,488,292
- Route 250 Bypass over Norfolk Southern Railroad - \$1,303,496
- Melbourne Road over Norfolk Southern Railroad - \$2,440,626

Repairs are bridge specific, but range from minor work to address erosion around bridge abutments to full bridge deck replacement. In general, repairs consist of various items such as bearings, anchor bolts, beams, painting, railing, concrete, etc.

Each of the bridges awarded for funding are classified as structurally deficient for one or more items (deck, superstructure or substructure). It should be noted that while these bridges may be classified

as structurally deficient they are adequate to support the required loads of today's vehicles. Structurally deficient is classified as a score of 0-4 out of 10. None of the bridges have a rating below 4. Following the improvements, each bridge should be off the structurally deficient list with a minimum rating of 5 or greater.

**Community Engagement:** A Public Hearing will be held on October 16, 2017 to provide the opportunity for community input. In addition, we will issue notices and project updates to keep road users and the surrounding residents apprised of the project status and traffic impacts.

**Alignment with City Council's Vision and Priority Areas:** Approval of this agenda item will help meet the City's commitment to create "a connected community" by improving our existing transportation infrastructure.

**Budgetary Impact:** There is no match requirement as the grant applications awarded are based on 100% funding. Acceptance of this funding will allow existing bridge repair funding to be used on other structures.

**Recommendation:** Staff recommends approval of appropriation and creation of a new project number/account for each bridge.

**Alternatives:** N/A

**Attachment:** Appropriation

**APPROPRIATION**  
**State of Good Repair Program - \$10,079,968.00**

**WHEREAS**, a total of \$10,079,968.00 in state funds for the State of Good Repair Program requires appropriation;

**WHEREAS**, a total of \$0.00 in matching city funds are for the State of Good Repair requires transferring;

**WHEREAS**, the total appropriation will be allocated to the following projects (and associated project numbers listed below):

- Route 250 Bypass over Route 29 Business - **\$3,847,554**
- Route 250 Bypass over Rugby Ave - **\$2,488,292**
- Route 250 Bypass over Norfolk Southern Railroad - **\$1,303,496**
- Melbourne Road over Norfolk Southern Railroad - **\$2,440,626**

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the following is hereby appropriated in the following manner:

**Revenues**

<b>\$ 3,847,554</b>	Fund: 426	WBS: P-00953	G/L Account: 430110
<b>\$ 2,488,292</b>	Fund: 426	WBS: P-00954	G/L Account: 430110
<b>\$ 1,303,496</b>	Fund: 426	WBS: P-00955	G/L Account: 430110
<b>\$ 2,440,626</b>	Fund: 426	WBS: P-00956	G/L Account: 430110

**Expenditures**

<b>\$ 3,847,554</b>	Fund: 426	WBS: P-00953	G/L Account: 599999
<b>\$ 2,488,292</b>	Fund: 426	WBS: P-00954	G/L Account: 599999
<b>\$ 1,303,496</b>	Fund: 426	WBS: P-00955	G/L Account: 599999
<b>\$ 2,440,626</b>	Fund: 426	WBS: P-00956	G/L Account: 599999

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**CITY OF CHARLOTTESVILLE, VIRGINIA.  
CITY COUNCIL AGENDA**



<b>Agenda Date:</b>	October 16, 2017
<b>Action Required:</b>	Resolution
<b>Staff Contacts:</b>	Stacy Pethia, Housing Program Coordinator
<b>Presenter:</b>	Stacy Pethia, Housing Program Coordinator
<b>Title:</b>	<b>Implementation Plan for the Charlottesville Supplemental Rental Assistance Program (CSRAP) -- \$900,000</b>

**Background:**

On June 19, 2017, City Council approved the Housing Advisory Committee's recommendation for the creation of a supplemental rental assistance program for the City of Charlottesville. At that time, Council members instructed City staff to develop an implementation strategy for the program; that strategy was presented to City Council on October 2, 2017. As there were discrepancies between the program parameters agreed upon by the Housing Advisory Committee (HAC) Subcommittee tasked with developing a supplemental rental assistance program, City Council advised staff to return to the HAC Subcommittee to reach consensus. The results of that review are presented below.

**Discussion:**

Staff presented a revised version of the Charlottesville Supplemental Rental Assistance Program (CSRAP) to the HAC Chair on October 4, 2017 with the following program amendments:

1. Households served – CSRAP assistance will be provided to households with incomes up to 60% of Area Median Income (AMI), with 50% of the CSRAP vouchers serving households with incomes no greater than 30% AMI, 25% of CSRAP vouchers serving households with incomes up to 50% AMI, and the remaining 25% of CSRAP vouchers being provided to households with incomes no greater than 60% AMI; AND
2. Annual allocations of funding for the CSRAP would increase by 5% per annum.

Staff received comments on the revised program structure from the HAC on October 9, 2017, which were relayed, by the HAC Chair, to City Council the same evening.

After reviewing the HAC Subcommittee's comments, staff continues to recommend implementing the CSRAP as presented to City Council on October 2, 2017, with the two program amendments outlined above. Additionally, staff offers the following in response to the HAC Subcommittee's comments (in italics) on the revised program structure:

1. *Your suggestion for assigning 50% of the vouchers at 30% AMI, half of the remainder reserved for 50% AMI and under, and the rest with a cap at 60% looked to be excessively administratively complicated, particularly since we don't know the precise number of vouchers in play, and each would vary in amount, so getting the distribution right could constipate the program to the point of immobility.*
  - a. *The 30 vouchers earmarked for re-housing/homelessness and self-sufficiency are capped at 60% AMI, though we know the majority will likely be well below 50%*
  - b. *The remaining roughly 90 vouchers will be issued to those on the waiting list by date of placement.*
  - c. *CHRA's data shows that 84% of the recipients who come off that list are at 30% AMI or below*

As noted in the HAC's comments, approximately 84% of the households currently on the Charlottesville Redevelopment and Housing Authority's (CRHA) Housing Choice Voucher (HCV) Program waiting list have household incomes below 30% AMI; therefore, meeting the requirement of issuing 50% of CSRAP vouchers to 30% AMI households is not an issue. Administratively, as an administrator of the federal HCV program, which requires 75% of all HCV assistance be provided to households with incomes less than 30% AMI, the agency should already have mechanisms in place to award percentages of rental assistance to various income levels.

As discussed during staff's October 2<sup>nd</sup> presentation to Council, Extremely Low Income households (or those households with incomes no greater than 30% AMI) face the greatest financial barriers to securing decent, affordable housing. With limited funding for rental assistance programs, at both the local and federal levels, assistance should be provided to households for which assistance will have the greatest impact. The recommendation to target the CSRAP assistance to Extremely Low Income households is supported by recommendations put forward by the Bipartisan Policy Center in their report, "Housing America's Future: New Directions for National Policy", which states that long-term rental assistance should focus on households with the greatest need (defined as households with incomes at or below 30% of AMI), with short-term emergency rental assistance being provided to households with incomes between 30% and 80% of AMI.<sup>1</sup> One of the primary reasons offered by the authors for such targeting of assistance is that targeting long-term rental assistance towards Extremely Low Income households could act as a potential mechanism for ending homelessness, as the majority of households experiencing homelessness have incomes less than 30% AMI.

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<sup>1</sup> 2013. *Housing America's Future: New Directors for National Policy*. Bipartisan Policy Center. Washington, DC. [https://bipartisanpolicy.org/wp-content/uploads/sites/default/files/BPC\\_Housing%20Report\\_web\\_0.pdf](https://bipartisanpolicy.org/wp-content/uploads/sites/default/files/BPC_Housing%20Report_web_0.pdf)

Finally, programs are most successful when developed with clearly defined goals, objectives and program parameters<sup>2</sup>. Such metrics guide program delivery and provide a benchmark upon which to gauge success<sup>3</sup>. These goals and objectives must be defined prior to program implementation to allow for continual monitoring and assessment of program activities to ensure program goals are being met and that public funds are being spent wisely.

2. *Tweaked your language in re the annual funding request so as to be governed by the \*greater\* of the most recent available CPI or 5%, as an inflation hedge.*

Should Council members choose to adopt this recommendation, staff suggests calculating annual increases in CSRAP allocations based on the Consumer Price Index for Housing the South Urban Region, as published by the Bureau of Labor Statistics each year. This will ensure conformity across all CAHF programs, as this is the CPI index used to determine the developer contribution amount per square footage related to the Affordable Dwelling Unit Ordinance requirements. However, as the largest percentage increase under this CPI measurement since 2009 has been 2.67%, staff believes setting a flat 5% increase in annual allocations for CSRAP funding is sufficient.

3. *Streamlined the funding advance mechanism so that CRHA administers the program, rather than funneling every request and file to your desk for individual review, as that appeared a bit cumbersome.*

Staff advises against adoption of this recommendation. A review of past CAHF grant funding procedures has uncovered several issues related to lump sum disbursements, namely: 1) an inability of City staff to accurately ensure CAHF funds are being expended in a timely manner; 2) difficulties ensuring CAHF funds are being applied towards the projects they were awarded to fund; and 3) failure of CAHF recipients to submit required quarterly reports on time (or at all) with a sufficient amount of project details to enable staff to evaluate the effectiveness of the funded programs and responsible use of public dollars. Due to these issues, staff is no longer dispersing CAHF grant funds in lump sum amounts and is requiring all recipients of CAHF funds submit detailed quarterly reports before additional grant funds will be released. This change in procedure went in to effect July 1, 2017, and will be incorporated into all grant agreements.

In light of this procedural change, and to guarantee staff's ability to effectively track CAHF funding, staff recommends adopting the procedures outlined in the CSRAP presented to Council on October 2, 2017, which includes:

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<sup>2</sup> Centers for Disease Control (1999). Framework for program evaluation in public health. MMWR Recommendations and Reports. 48(RR11):1-40. <https://www.cdc.gov/mmwr/pdf/rr/rr4811.pdf>

<sup>3</sup> Rossi, P., Freeman, H., Lipsey, M. (1999) *Evaluation: A systematic approach*. SAGE Publications, Inc. Thousand Oaks, CA. p. 67 [https://is.muni.cz/el/1423/jaro2005/SPP405/Rossi\\_Evaluation\\_kap.1-5.pdf](https://is.muni.cz/el/1423/jaro2005/SPP405/Rossi_Evaluation_kap.1-5.pdf)

## Section VII.C

C. Upon determining that a Household is eligible to participate in the CSRA Program, CRHA shall prepare an Invoice in an amount necessary to provide funding for rental payments sufficient to provide rental Assistance for that Household through the end of the then-current calendar year quarter. CRHA shall transmit the Invoice to the City's Housing Program Coordinator. Each initial Invoice shall be accompanied by the following (and the City shall not release any funds to CRHA pursuant to the Invoice, unless and until all of the required information has been received by the City):

- (i) A copy of the Household's voucher, lease approval form, rent portions notice, rental unit information (including address and monthly rent), unit inspection report, and Household information (including income, size, composition), and
- (ii) a copy of an invoice or other statement of rent from the Household's landlord, identifying the monthly rental amount for that Household, at time of initial lease-up.

4. *Out of a concern for recipient privacy, pulled individual names from the reporting requirements, as this data will have wider distribution.*

Staff fully understands the sensitivity of the information the City is asking the CRHA to submit, and will take the necessary precautions to protect the identities of CSRAP recipient households, including shredding all household and lease related documentation. However, all current recipients of CAHF grant dollars are required to submit detailed information about the households they serve (e.g., householder name, unit address, household income, monthly rent/rental assistance amount, demographic information) and the CRHA should be no exception to this rule. City dollars are being used to fund this program and staff needs all requested information to ensure those public dollars are being spent as directed.

5. *Added the HAC as an additional recipient of the data. The program originated in the HAC, the basic policy was developed in the HAC as a pilot project, with metrics to inform the future development of the program. And public comment was quite vociferous on the point of getting and examining metrics.*

Given the sensitive nature of program data, and a dedicated staff facilitator for the HAC, this is an unnecessary request. Staff intends to share all program data with HAC members on a regular basis.

6. *12 vs. 24 months. HAC's advice and recommendation to Council is to structure the launch of this program with 12 month vouchers.*

*Twice as many people can be assisted at 12 months. We have weighed the moral question of "Is it better to provide two years of guaranteed affordable housing to ~60 families, as opposed to a year to ~120 families" carefully. Our answer is "no."*



*At 2 years, we're effectively cutting the pull from the waiting list to 30 families, down from as many as 90, as we're already assigning 30 vouchers to self-sufficiency and homelessness recipients.*

*We're advising those 60 families, on the waiting list now "we have the money, but because we're concerned that a future Council may decide not to fund this program, you will have to wait"*

*Other voucher programs are funded on a 12 month basis. No one "likes" that, but they do continue to be funded, and people receiving those vouchers can rely on that renewal.*

*As the earliest of these vouchers could reasonably be issued is for a lease date of 12/1/17, in the unlikely event the new Council chose to curtail or eliminate the program for the next fiscal year, any/all recipients would have a bare minimum of 4-5 months, and many as much as 10 months advance notice of their vouchers' termination.*

*If the new Council wants to examine the funding of this program, let Council do it with a proper data set in front of it.*

As noted during staff's October 2<sup>nd</sup> presentation to City Council, housing stability leads to a number of positive household outcomes, including improvements in family health and wellbeing, reductions in childhood behavioral problems, and better performance in school. According to research completed by Abt Associates, Inc.<sup>4</sup>, which compared the effects of different types of housing programs on a number of household outcomes for homeless families, found that families receiving rental subsidies through the Housing Choice Voucher (HCV) program experienced significant improvements in episodes of homelessness and substance issues, as well as reductions in the proportion of study families separated from a child, after 18 months in the HCV program. More significantly, after 36 months of program participation, the number of families experiencing at least night of homeless in the past six months was reduced by 75%. Additionally, families reported substantial reductions in child behavioral problems, an outcome not achieved during the study's 20 month follow-up survey. One interesting finding, identified during the study's 20 month and 36 follow-up surveys, was the number of heads of households that reported working in the seven day period just prior to each survey decreased by six percentage points among households receiving Housing Choice Voucher assistance. The research also found that families involved in the study required 3.1 years of housing subsidy (on average) in order to achieve a level of self-sufficiency to allow them to retain housing stability without their rental assistance.

Given the results of the above referenced research, and the significant impacts housing stability has on childhood outcomes, staff continues to recommend CSRAP assistance be guaranteed for two years as each household enters the program. Staff also continues to recommend 10% of the annual allocations of CSRAP funding be set-aside as a contingency fund to cover any increases

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<sup>4</sup> Department of Housing and Urban Development (2016). Family Options Study: 3-Year Impacts of Housing and Services Interventions for Homeless Families. Washington, D.C.

<https://www.huduser.gov/portal/sites/default/files/pdf/Family-Options-Study-Full-Report.pdf>

in housing assistance payments associated with any decreases in household incomes. Under the HAC's proposed program, the CSRAP will provide 12 months of rental assistance payments per participating household, and CSRAP vouchers would be awarded until all \$900,000 has been committed towards those housing assistance payments. Under these conditions, any family experiencing a decrease in household income during any 12 month period, would be at significant risk of becoming homeless as there are no remaining CSRAP funds available to cover the increase in CSRAP housing assistance payments for these families (see Table 1). Both staff recommendations reduce the number of households that can be served by the CSRAP; however, staff strongly believes there is added value to creating a program sustainable over the long-term, which provides a strong basis for successful family self-sufficiency efforts.

### **Community Engagement:**

- Housing Advisory Committee approved recommendation of CSRAP to City Council – March 15, 2017
- HAC Policy Subcommittee proposed creation of CSRAP – March 2, 2017

### **Alignment with City Council Vision and Strategic Plan:**

This program aligns directly with Strategic Plan Goal 1.3: Increase affordable housing options.

### **Budgetary Impact:**

This program will use funds previously appropriated to the Charlottesville Affordable Housing Fund (CAHF). The program, if approved at the recommended funding level, would decrease the funds available in the CAHF by \$900,000.

### **Recommendation**

Staff recommends City Council approve the attached Charlottesville Supplemental Rental Assistance Program (CSRAP) Grant Agreement at the requested level of program funding.

### **Alternatives:**

City Council could choose to approve the CSRAP at a different level of program funding. Or, Council could choose to not fund the program at all, which may impact the City's ability to increase the number of supported affordable housing units within the City of Charlottesville.

### **Attachments:**

Resolution

Table 1

Table 2

Staff Recommendation - Charlottesville Supplemental Rental Assistance Program

HAC Recommendation – Charlottesville Supplemental Rental Assistance Voucher Funding

**RESOLUTION**  
**Allocation of Charlottesville Affordable Housing Fund (CAHF) for the**  
**Charlottesville Supplemental Rental Assistance Program (CSRAP) -- \$900,000**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Charlottesville,  
Virginia that the sum of \$900,000 be allocated from previously appropriated funds in the  
Charlottesville Affordable Housing Fund (CAHF) to the Charlottesville Supplemental Rental  
Assistance Program (CSRAP).

Fund: 426

Project: CP-084

G/L Account: 530670

Charlottesville Supplemental Rental Assistance Program (CSRAP)

\$900,000

**Table 1: HAC Recommendation**

Fiscal Year	Total Allocation*	Average Housing Assistance Payment (HAP)**	Average Annual HAP/Household	# Households Assisted	Total Annual HAP	Program Balance
2017/18	\$900,000.00	\$600.00	\$7,200.00	125	\$900,000.00	\$0.00
2018/19	\$945,000.00	\$630.00	\$7,560.00	125	\$945,000.00	\$0.00
2019/20	\$992,250.00	\$661.50	\$7,938.00	125	\$992,250.00	\$0.00
2020/21	\$1,041,862.50	\$694.58	\$8,334.90	125	\$1,041,862.50	\$0.00
2021/22	\$1,093,955.63	\$729.30	\$8,751.65	125	\$1,093,955.63	\$0.00
2022/23	\$1,148,653.41	\$765.77	\$9,189.23	125	\$1,148,653.41	\$0.00
2023/24	\$1,206,086.08	\$804.06	\$9,648.69	125	\$1,206,086.08	\$0.00
2024/25	\$1,266,390.38	\$844.26	\$10,131.12	125	\$1,266,390.38	\$0.00
2025/26	\$1,329,709.90	\$886.47	\$10,637.68	125	\$1,329,709.90	\$0.00
2026/27	\$1,396,195.39	\$930.80	\$11,169.56	125	\$1,396,195.39	\$0.00
2027/28	\$1,466,005.16	\$977.34	\$11,728.04	125	\$1,466,005.16	\$0.00
2028/29	\$1,539,305.42	\$1,026.20	\$12,314.44	125	\$1,539,305.42	\$0.00
2029/30	\$1,616,270.69	\$1,077.51	\$12,930.17	125	\$1,616,270.69	\$0.00
2030/31	\$1,697,084.23	\$1,131.39	\$13,576.67	125	\$1,697,084.23	\$0.00
2031/32	\$1,781,938.44	\$1,187.96	\$14,255.51	125	\$1,781,938.44	\$0.00

\*Assumes 5% increase in program funding annually

\*\*Assumes average HAP payment/household of \$600/month, and a 5% increase in annual rental costs

**NOTE: Does not account for changes in tenant shares of rent or any program turnover**

**Analysis**

- 125 households supported indefinitely.
- This scenario assumes HAP/household will remain stable. Scenario does not account for any potential decreases in household income, which would increase the amount of HAP the program must cover. ***In other words, if one or more households were to experience a decrease in their household income after they received a CSRAP voucher, those households would become homeless as all program funding has been committed.***

**Table 2: Staff Recommendation**

Fiscal Year	Total Allocation*	Rent Reserve	Total Funds Available	Average Housing Assistance Payment (HAP)**	Average HAP/24 month period	Total HAP/24 month period	# Households Assisted	Program Balance
2017/18	\$900,000.00	\$90,000.00	\$810,000.00	\$638.00	\$15,312.00	\$810,000.00	53	\$90,000.00
2018/19	\$945,000.00	\$94,500.00	\$940,500.00	\$669.90	\$16,077.60	\$940,500.00	58	\$94,500.00
2019/20	\$992,250.00	\$99,225.00	\$987,525.00	\$703.40	\$16,881.48	\$987,525.00	58	\$99,225.00
2020/21	\$1,041,862.50	\$104,186.25	\$1,036,901.25	\$738.56	\$17,725.55	\$1,036,901.25	58	\$104,186.25
2021/22	\$1,093,955.63	\$109,395.56	\$1,088,746.31	\$775.49	\$18,611.83	\$1,088,746.31	58	\$109,395.56
2022/23	\$1,148,653.41	\$114,865.34	\$1,143,183.63	\$814.27	\$19,542.42	\$1,143,183.63	58	\$114,865.34
2023/24	\$1,206,086.08	\$120,608.61	\$1,200,342.81	\$854.98	\$20,519.54	\$1,200,342.81	58	\$120,608.61
2024/25	\$1,266,390.38	\$126,639.04	\$1,260,359.95	\$897.73	\$21,545.52	\$1,260,359.95	58	\$126,639.04
2025/26	\$1,329,709.90	\$132,970.99	\$1,323,377.95	\$942.62	\$22,622.80	\$1,323,377.95	58	\$132,970.99
2026/27	\$1,396,195.39	\$139,619.54	\$1,389,546.84	\$989.75	\$23,753.94	\$1,389,546.84	58	\$139,619.54
2027/28	\$1,466,005.16	\$146,600.52	\$1,459,024.19	\$1,039.23	\$24,941.63	\$1,459,024.19	58	\$146,600.52
2028/29	\$1,539,305.42	\$153,930.54	\$1,531,975.40	\$1,091.20	\$26,188.72	\$1,531,975.40	58	\$153,930.54
2029/30	\$1,616,270.69	\$161,627.07	\$1,608,574.17	\$1,145.76	\$27,498.15	\$1,608,574.17	58	\$161,627.07
2030/31	\$1,697,084.23	\$169,708.42	\$1,689,002.87	\$1,203.04	\$28,873.06	\$1,689,002.87	58	\$169,708.42

\*Assumes 5% increase in program funding annually

\*\*Assumes average rental assistance payment of \$638 per month plus 5% rent increase annually after FY 17/18, per household (source: Dept. of HUD Program Participation Data for CRHA's Housing Choice Voucher Program)

**NOTE: Rent reserve in place to cover any decreases in tenant shares of rent.**

**Analysis**

- Assumes 24 months of guaranteed rental assistance per household.
- Guarantees 2 years of rental assistance for 53 families in year 1 of the program, increasing to 58 families in year 2 of the program.
- Potential for turnover of 50 vouchers every three years (based on Abt Associates research findings) for a total of 250 families served during a 15 year period.

## **Staff Recommendation**

### **Charlottesville Supplemental Rental Assistance Program (CSRAP)**

#### **I. PURPOSE OF THE PROGRAM**

- A. The City of Charlottesville has authorized the transfer of up to \$900,000.00 from Charlottesville Affordable Housing Fund (CAHF) to the Charlottesville Redevelopment and Housing Authority (CRHA) for use within the Fiscal Year ending June 30, 2018, upon the following conditions: (i) the funding shall be used exclusively by CRHA to provide vouchers to individuals who are part of Extremely Low-Income to Low-Income Households, defined as those households earning less than 60% of Area Median Income (AMI) as determined by the US Department of Housing and Urban Development annually within the City of Charlottesville, including, but not limited to, those who are homeless, elderly and/or disabled individuals, or those enrolled in a self-sufficiency program; and (ii) the administration of this funding by CRHA shall be in accordance with the terms of this document, and shall be referred to as the “Charlottesville Supplemental Rental Assistance Program” (“CSRAP”).
- B. The City is authorized by Va. Code §36-7 to provide money to a housing authority, to enable or assist the authority to carry out its purposes.

#### **II. ADMINISTRATION**

Unless provided otherwise in this program outline, the CRHA shall administer the CSRAP in accordance with federal Housing Choice Voucher Program (HCVP) rules and regulations, as amended, and the City of Charlottesville’s Housing Policy 1, as amended.

For purposes of administration of the CSRAP, the term “household” shall mean and include any one (1) or more individual(s) who comprise a single housekeeping unit.

#### **III. ADMISSIONS/PREFERENCES AND THE WAITING LIST**

- A. Eligible Households shall be selected and admitted from the CRHA's existing HCVP waiting list in accordance with the HCVP rules and regulations established by the CRHA for selection and admission for tenant-based housing assistance through the CSRAP unless specified otherwise in this outline. Only Households with incomes less than 60% AMI shall be issued CSRAP vouchers. A Household can apply to participate in the CSRAP Program if the Head of Household lives or works within the City of Charlottesville at the time of the application; however, CSRAP vouchers shall be issued only to subsidize rental payments owed by a Household for rental of a dwelling unit located within the City of Charlottesville, except as per the provision in Section V.B.iii.
- B. The CRHA shall issue the CSRAP vouchers according to the following priorities:
- (i) Ten (10) CSRAP rental assistance vouchers will be issued to Households who are homeless.

- (ii) Twenty (20) CSRAP rental assistance vouchers will be issued to Households enrolled in a local self-sufficiency program.
  - (iii) The remainder of the CSRAP funded vouchers (i.e., those not issued in accordance with Sections IV.B(i) or IV.B(ii), above) shall be issued to HCVP eligible households, if the individual(s) within those Households live or work in the City of Charlottesville, and if the Household(s) is or are on the CRHA's HCVP waiting list at the time of the issuance of a CSRAP voucher.
  - (iv) Fifty percent (50%) of all CSRAP vouchers shall be issued to Extremely Low-Income Households, defined as households with incomes less than 30% AMI; 25% of CSRAP vouchers shall be issued to Households with incomes between 30% and 50% of AMI; with the remaining 25% of CSRAP vouchers reserved for Households with incomes between 50% and 60% of AMI.
- C. Households on the CRHA's HCVP waiting list who accept CSRAP voucher(s) shall remain on the HCVP waiting list, and shall retain their ranking on that list. If an individual or household on the HCVP waiting list is selected by CRHA for the HCVP program, CRHA shall offer that Household the opportunity to replace any CSRAP subsidy being received with an HCV.

#### **IV. TENANT-BASED HOUSING ASSISTANCE**

- A. CSRAP vouchers shall be administered as tenant-based housing assistance, in accordance with the CRHA's HCVP rules and regulations (except as otherwise specifically provided in this grant agreement).
- B. Notwithstanding any CRHA HCVP rule or regulation to the contrary, (see Section V.A, above), the following rules apply specifically to the CSRAP:
- (i) Vouchers shall not be eligible for portability as such term is defined and utilized in 24 C.F.R. §§ 982.351 and 982.353, as amended.
  - (ii) Unless extended as per Section V.B.iii, Households receiving a CSRAP voucher shall have 90 days to locate, and lease, a rental housing unit within the City of Charlottesville (the "voucher placement term"). The voucher placement term shall commence upon the date of acceptance (by signature) of the Head of Household of the eligible family of the CSRAP offer.
  - (iii) Should a Household be unable to locate a rental unit that it can afford (based on the 30% required contribution referenced in subparagraph (iv), following below) within the City of Charlottesville within the initial 90-day CSRAP voucher placement term, the CRHA may grant one 90-day extension, or may allow recipient household to search for rental housing within Albemarle County. However, in no cases will an otherwise eligible Household be allowed to utilize a CSRAP voucher after the placement term (initial or, where applicable, extended). The voucher placement term shall expire 90 days (or 180 days, if extended) following the date of the acceptance of the CSRAP offer. Following the expiration of the voucher placement term, the CSRAP offer will be deemed to be void, and pursuant to the terms of this program agreement, CRHA is directed to offer the CSRAP voucher to another eligible Household.

- (iv) Household receiving a CSRAP voucher shall be required to contribute 30% of the monthly adjusted gross income of that Household toward rent each month. The Household's required rent contribution shall be determined at the time the Household is accepted into the CSRAP, and thereafter shall not be increased more than once every 24 months; regardless of whether or not the rent contribution is increased during any 24 month period, CRHA shall continue to verify and keep records as to the Household income, report income to the City, and comply with the requirements within this Grant Agreement.
- (v) CSRAP vouchers shall be provided monthly. The monthly housing assistance payment shall be equal to the applicable HCVP payment standard for bedroom size for the Charlottesville area, as established annually by the Virginia Housing and Development Authority, minus the tenant's portion of the rent.
- (vi) The CRHA shall reexamine the income and family composition of each Household receiving CSRAP vouchers, at least once every 24 months. Any Household that experiences a decrease in income may request a reexamination and adjustment of the requirement for 30% monthly income participation (see subparagraph (iv), above) at any time.

## **V. CONTINUING ELIGIBILITY FOR CSRAP FUNDING**

- A. Subject to availability of CSRAP funds and the terms of this Grant Agreement, CSRAP vouchers may be issued to a Household so long as the Household is in compliance with the CSRAP Program Rules and the CRHA's HCVP rules and regulations (subject to 24 CFR §9506.3, as amended).
- B. CSRAP-assisted Households shall be entitled to the Informal Hearing Procedures for Applicants and Participants of the Housing Choice Voucher and Moderate Rehabilitation Programs as defined by 24 CFR §982.54(d)(12) and (13) as amended, as administered by the CRHA.

## **VI. PROGRAM FUNDING**

- A. The CSRAP shall be funded through the Charlottesville Affordable Housing Fund (CAHF). The City's Housing Program Coordinator has verified that funding is available and has been appropriated by City Council to the CAHF to support the CSRAP through June 30, 2018. CSRAP may continue so long as funding from the CAHF is available and has been appropriated by City Council in amounts sufficient to support continuation of the CSRAP in subsequent fiscal year(s).
- B. Each year, in accordance with a schedule established by the City's Budget Director, CRHA shall prepare and submit to the City an estimate of the amount of money needed during the ensuing fiscal year for the CSRAP, based on the Households then participating in the CSRAP at that time, and based on a 5% increase in program funding.
- C. Upon determining that a Household is eligible to participate in the CSRA Program, CRHA shall prepare an Invoice in an amount necessary to provide funding for rental payments sufficient to provide rental Assistance for that Household through the end of the then-current calendar year quarter. CRHA shall transmit the Invoice to the City's Housing



Program Coordinator. Each initial Invoice shall be accompanied by the following (and the City shall not release any funds to CRHA pursuant to the Invoice, unless and until all of the required information has been received by the City):

- (i) A copy of the Household's voucher, lease approval form, rent portions notice, rental unit information (including address and monthly rent), unit inspection report, and Household information (including income, size, composition), and
- (ii) a copy of an invoice or other statement of rent from the Household's landlord, identifying the monthly rental amount for that Household, at time of initial lease-up.

Upon determining that the Invoice is accurate and that all required information has been received, the City's Housing Program Coordinator shall (i) initiate a transfer of CAHF Funding to CRHA in the amount requested by the Invoice, and (ii) shall encumber CAHF funds in an amount sufficient to provide monthly rental assistance to that Household, plus a ten percent (10%) contingency fee to cover any increases in the rental assistance amount, through the end of a twenty-four (24) month period from the date the Invoice is received. Except the specific amounts disbursed per the Invoice, subsequent funds for that Household shall be disbursed to CRHA in accordance with paragraph (D), following below.

Invoices for new Households as outlined in Paragraph C above will be paid to CRHA within 30 day of receipt of invoice and required documentation.

- (D) 30 days prior to the end of each calendar year quarter (specifically: on November 30, February 28, May 31, and August 31 each calendar year), the CRHA will submit to the City of Charlottesville, an itemized Quarterly Invoice, listing each recipient Household participating in the CSRA Program as of the date of such Invoice, and specifying the amount of monthly rent required for each Household (both household rent portion and rental assistance amount) for the calendar year quarter next succeeding the date of the Quarterly Invoice. Each such Quarterly Invoice shall add up each of the amounts required for the CSRA Program for the upcoming quarter, and shall give a total amount necessary to satisfy the Program commitments for that upcoming calendar year quarter.
- (E) Each itemized Quarterly Invoice referenced in Paragraph (D), above, shall be accompanied by the following information (in addition to the information required by paragraph (D), above) and this information shall be presented in the form of a Quarterly Report in an Excel Spreadsheet or other format mutually acceptable to both CRHA and the City's Housing Program Coordinator. Each Quarterly Report shall providing program and household statistics, including but not necessarily limited to:
  - Date voucher issued
  - Date voucher extended (if applicable)
  - Date unit leased
  - Name (head of household)
  - Unit Address
  - Total Monthly Rent
  - Amount of Monthly Rental Assistance Provided
  - Household Income
    - %AMI
  - Employment Status
  - Number of Wage Earners

- Household Composition
  - Number of Adults
  - Number of Children
  - Number of Children Under 5-years
  - Number of Elderly (65 years+)
  - Number of Disabled
  - Race/Ethnicity

No funds will be released pursuant to any new Purchase Order received from CRHA, unless and until all required Quarterly Reports have been received.

Payments to CRHA for the CRASP vouchers will be due to CRHA within 30 days of completed Quarterly Invoice and Report referenced in Paragraph D and E above.

- (vi) All reports shall be submitted to the City of Charlottesville's Housing Program Coordinator.

## **HAC Recommendation**

### **Charlottesville Supplemental Rental Assistance Voucher Funding (CSRAVF)**

#### **I. PURPOSE OF THE PROGRAM**

- A. The City of Charlottesville has authorized the transfer of up to \$900,000.00 from Charlottesville Affordable Housing Fund (CAHF) to the Charlottesville Redevelopment and Housing Authority (CRHA) for use beginning in the Fiscal Year ending June 30, 2018, upon the following conditions: (i) the funding shall be used exclusively by CRHA to provide Rental Assistance Vouchers (RAVs) to individuals/families who are part of Extremely Low-Income to Low-Income Households, defined as those Households earning less than 60% of Area Median Income (Area Median Income) as determined by the US Department of Housing and Urban Development annually within the City of Charlottesville, including, but not limited to, those who are homeless, elderly and/or disabled individuals, or those enrolled in a self-sufficiency program; and (ii) the administration of this funding by CRHA shall be in accordance with the terms of this document, and shall be referred to as the “Charlottesville Supplemental Rental Assistance Program” (“CSRAVF”).
- B. The City is authorized by Va. Code §36-7 to provide money to a housing authority, to enable or assist the authority to carry out its purposes.

#### **III. ADMINISTRATION**

Unless provided otherwise in this program outline or in future agreements or amendments, the CRHA shall administer the CSRAVF in accordance with federal Housing Choice Voucher Program (HCVP) rules and regulations, as amended, and the City of Charlottesville’s Housing Policy 1, as amended. Specifically, Housing Policy 1 provides that “The City’s intent for CAHF funding is to... create incentives and opportunities to provide new Supported Affordable Units that would not otherwise exist... To this end, the City realizes that flexibility is important.” The policy further states that a “strong preference is for applications that benefit the lowest level of AMI, as defined herein to include extremely low income (30 percent AMI or less) and very low income (between 50 and 30 percent AMI), and low income (up to 60 percent AMI).”

For purposes of administration of the CSRAVF, the term “Household” shall mean and include any one (1) or more individual(s) who comprise a single residential dwelling unit.

#### **IV. ADMISSIONS/PREFERENCES AND THE WAITING LIST**

- A. Eligible Households selected and admitted from the CRHA's existing HCVP waiting list shall be in accordance with the HCVP rules and regulations established by the CRHA for selection and admission for tenant-based housing assistance through the CSRAVF unless specified otherwise in this outline. Only Households with incomes less than 60% AMI

shall be issued CSRAVF vouchers. A Household can apply to participate in the CSRAVF Program if individual(s) within the Household live or work within the City of Charlottesville at the time of the application; however, CSRAVF vouchers shall be issued only to subsidize rental payments owed by a Household for rental of a dwelling unit located within the City of Charlottesville, except as per the provision in Section IV.B.iii.

- B. The CRHA shall issue the CSRAVF vouchers according to the following priorities:
- (i) Homeless Re-housing RAV: Ten (10) CSRAVF rental assistance vouchers will be issued to Households who are homeless. If CRHA is unable to issue CSRAVF rental vouchers to existing HCVP registrants, CRHA may issue the remainder of the Homeless RA vouchers to homeless individuals/families not currently on the CRHA HCVP waiting list. In such cases, applicants seeking the Homeless voucher must meet existing CRHA qualification.
  - (ii) Self-Sufficiency RAV: Twenty (20) CSRAVF rental assistance vouchers will be issued to Households enrolled in a local self-sufficiency program.
  - (iii) General RAV: The remainder of the CSRAVF funded vouchers (i.e., those not issued in accordance with Sections IV.B(i) or IV.B(ii), above), projected to be approximately ninety (90), shall be offered to HCVP eligible Households on HCVP's waiting list in the order by which they registered, provided those Households live or work in the City of Charlottesville. Historical data confirms that more than 80% of CHRA voucher recipients are at 30% or below AMI. At any time, the CRHA may reopen its waiting list to other individuals/families for the purpose of matching qualified recipients with CSRAVF or other vouchers.
- C. Households on the CRHA's HCVP waiting list who accept CSRAVF voucher(s) shall remain on the HCVP waiting list, and will be allowed to remain on the list. If an individual or Household on the HCVP waiting list is selected by CRHA for the HCVP program, CRHA shall offer that Household the opportunity to replace any CSRAVF subsidy being received with an HCV.

## **V. TENANT-BASED HOUSING ASSISTANCE**

- A. CSRAVF vouchers shall be administered as tenant-based housing assistance, in accordance with the CRHA's HCVP rules and regulations (except as otherwise specifically provided in this grant agreement or future amendments and or agreements).
- B. Notwithstanding any CRHA HCVP rule or regulation to the contrary, (see Section V.A, above), the following rules apply specifically to the CSRAVF:
- (i) Vouchers shall not be eligible for portability as such term is defined and utilized in 24 C.F.R. §§ 982.351 and 982.353, as amended.

- (ii) Households receiving a CSRAVF voucher shall have 90 days to locate, and lease, a rental housing unit within the City of Charlottesville.
- (iii) Should a Household be unable to locate a suitable rental unit within the City of Charlottesville within the initial 90-day CSRAVF voucher term, the CRHA may grant one 90-day extension, or may allow recipient Household to search for rental housing within Albemarle County.
- (iv) The Household's required rent contribution (as defined within HCVP guidance) shall be determined at the time the Household is accepted into the CSRAVF, and will not be increased within the first 24 months. CRHA shall annually verify and keep records as to the Household income, report income to the City, and comply with the requirements within this Grant Agreement.
- (v) CSRAVF vouchers shall be provided monthly consistent with administration of the HCVP. The monthly housing assistance payment shall be equal to the applicable HCVP payment standard for bedroom size for the Charlottesville area, as established annually by the Virginia Housing and Development Authority, minus the tenant's portion of the rent.
- (vi) The CRHA shall reexamine the income and family composition of each Household receiving CSRAVF vouchers, at least once every 24 months. Any Household that experiences a decrease in income may request a reexamination and adjustment of the requirement for 30% monthly income participation (see subparagraph (iv), above) at any time.

## **VI. CONTINUING ELIGIBILITY FOR CSRAVF FUNDING**

- A. Subject to availability of CSRAVF funds and the terms of this Grant Agreement, CSRAVF vouchers may be issued to a Household so long as the Household is in compliance with the CSRAVF Program Rules and the CRHA's HCVP rules and regulations (subject to 24 CFR §9506.3, as amended).
- B. CSRAVF-assisted Households shall be entitled to the Informal Hearing Procedures for Applicants and Participants of the Housing Choice Voucher and Moderate Rehabilitation Programs as defined by 24 CFR §982.54(d)(12) and (13) as amended, as administered by the CRHA.

## **VII. PROGRAM FUNDING**

- A. The CSRAVF shall be funded through the Charlottesville Affordable Housing Fund (CAHF). The City's Housing Program Coordinator has verified that funding is available and has been appropriated by City Council to the CAHF to support the CSRAVF through June 30, 2018. CSRAVF shall continue so long as funding from the CAHF is available and has been appropriated by City Council in amounts sufficient to support continuation of the CSRAVF in subsequent fiscal year(s).

- B. Each year, in accordance with a schedule established by the City's Budget Director, CRHA shall prepare and submit to the City an estimate of the amount of money needed during the ensuing fiscal year for the CSRAVF, based on the Households on the waiting list or participating in the CSRAVF at that time with an adjustment in funding not to exceed greater of the most recent available annualized CPI figures or 5%
- C. Upon execution of this agreement, CAHF funds in the amount of 25% of the allocation will be disbursed to CHRA for implementation of the CSRAVF (funding reserve). When the unencumbered funding balance within the Funding Reserve reaches ten percent (10%) of the total program allocation funding, the City shall immediately disperse an additional fifteen percent (15%) of the total program allocation funding to CRHA. In so doing, at all times during the term of the CSRAVF, CRHA will maintain an unencumbered program Funding Reserve balance of no less than ten percent (10%) and no more than twenty-five percent (25%) of the total program allocation funding. .
- D. Upon determining that a Household is eligible to participate in the CSRA Program, CRHA shall encumber CAHF funds in an amount sufficient to provide monthly rental assistance to that Household, plus a ten percent (10%) contingency to cover any increases in the rental assistance amount, through the end of a twelve (12) month period from the date the Invoice is received.
- E) On or around 30 days prior to the end of each calendar year quarter, at the request of the City's Housing Program Coordinator, the CRHA will submit to the City of Charlottesville, an itemized Quarterly Report list specifying the amount of monthly rent required for each Household (both Household rent portion and rental assistance amount) for the calendar year quarter next succeeding the date of the Quarterly Report. Each such Quarterly Report shall add up each of the amounts required for the CSRA Program for the upcoming quarter, and shall give a total amount necessary to satisfy the Program commitments for that upcoming calendar year quarter.
- (F) Each itemized Quarterly Report referenced in Paragraph (E), above, shall be accompanied by the following information and this information shall be presented in the form of a Quarterly Report in an Excel Spreadsheet or other format mutually acceptable to both CRHA and the City's Housing Program Coordinator. Each Quarterly Report shall providing program and Household statistics, including but not necessarily limited to:
- Date voucher issued
  - Date voucher extended (if applicable)
  - Date unit leased
  - Unit Address
  - Total Monthly Rent
  - Amount of Monthly Rental Assistance Provided
  - Household Income
    - %AMI
  - Employment Status

- Number of Wage Earners
- Household Composition
  - Number of Adults
  - Number of Children
  - Number of Children Under 5-years
  - Number of Elderly (65 years+)
  - Number of Disabled
  - Race/Ethnicity

Payments to CRHA for the CRASP vouchers will be due to CRHA within 30 days of completed Quarterly Invoice and Report referenced in Paragraph D and E above.

(vi) All reports shall be submitted to the City of Charlottesville's Housing Program Coordinator and City of Charlottesville Housing Advisory Committee

**GRANT AGREEMENT**  
**Charlottesville Supplemental Rental Assistance Program**  
**(CSRAP)**

**I. PURPOSE OF THE PROGRAM**

- A. The City of Charlottesville has authorized the transfer of up to \$900,000.00 from Charlottesville Affordable Housing Fund (CAHF) to the Charlottesville Redevelopment and Housing Authority (CRHA) for use within the Fiscal Year ending June 30, 2018, upon the following conditions: (i) the funding shall be used exclusively by CRHA to provide vouchers to individuals who are part of Extremely Low-Income Households, defined as those households earning 30% or less of Area Median Income as determined by the US Department of Housing and Urban Development annually within the City of Charlottesville, including, but not limited to, those who are homeless, elderly and/or disabled individuals, or those enrolled in a self-sufficiency program; and (ii) the administration of this funding by CRHA shall be in accordance with the terms of this document, and shall be referred to as the “Charlottesville Supplemental Rental Assistance Program” (“CSRAP”).
- B. The City is authorized by Va. Code §36-7 to provide money to a housing authority, to enable or assist the authority to carry out its purposes.

**II. PROGRAM FUNDING**

The CSRAP shall be funded through the Charlottesville Affordable Housing Fund (CAHF).

**III. ADMINISTRATION**

Unless provided otherwise in this program outline, the CRHA shall administer the CSRAP in accordance with federal Housing Choice Voucher Program (HCVP) rules and regulations, as amended, and the City of Charlottesville’s Housing Policy 1, as amended.

For purposes of administration of the CSRAP, the term “household” shall mean and include any one (1) or more individual(s) who comprise a single housekeeping unit.

**IV. ADMISSIONS/PREFERENCES AND THE WAITING LIST**

- A. Eligible Households shall be selected and admitted from the CRHA's existing HCVP waiting list in accordance with the HCVP rules and regulations established by the CRHA for selection and admission for tenant-based housing assistance through the CSRAP unless specified otherwise in this outline. Only Extremely Low Income Households shall be issued CSRAP vouchers. A Household can apply to participate in the CSRAP Program if individual(s) within the Household live or work within the City of Charlottesville at the time of the application; however, CSRAP vouchers shall be issued only to subsidize



rental payments owed by a Household for rental of a dwelling located within the City of Charlottesville, except as per the provision in Section V.B.iii.

- B. The CRA shall issue the CSRAP vouchers according to the following priorities:
- (i) Ten (10) CSRAP rental assistance vouchers will be issued to Households who are homeless.
  - (ii) Twenty (20) CSRAP rental assistance vouchers will be issued to Households enrolled in a local self-sufficiency program.
  - (iii) The remainder of the CSRAP funded vouchers (i.e., those not issued in accordance with Sections IV.B(i) or IV.B(ii), above) shall be issued to HCVP eligible households, if the individual(s) within those Households live or work in the City of Charlottesville, and if the Household(s) is or are on the CRHA's HCVP waiting list at the time of the issuance of a CSRAP voucher.
- C. Households on the CRHA's HCVP waiting list who accept CSRAP voucher(s) shall remain on the HCVP waiting list, and shall retain their ranking on that list. If an individual or household on the HCVP waiting list is selected by CRHA for the HCVP program, CRHA shall offer that Household the opportunity to replace any CSRAP subsidy being received with an HCV.

## **V. TENANT-BASED HOUSING ASSISTANCE**

- A. CSRAP vouchers shall be administered as tenant-based housing assistance, in accordance with the CRHA's HCVP rules and regulations (except as otherwise specifically provided in this grant agreement).
- B. Notwithstanding any CRHA HCVP rule or regulation to the contrary, (see Section V.A, above), the following rules apply specifically to the CSRAP:
- (i) Vouchers shall not be eligible for portability as such term is defined and utilized in 24 C.F.R. §§ 982.351 and 982.353, as amended.
  - (ii) Households receiving a CSRAP voucher shall have 90 days to locate, and lease, a rental housing unit within the City of Charlottesville.
  - (iii) Should a Household be unable to locate a rental unit that it can afford (based on the 30% required contribution referenced in subparagraph (iv), following below) within the City of Charlottesville within the initial 90-day CSRAP voucher term, the CRHA may grant one 90-day extension, or may allow recipient household to search for rental housing within Albemarle County.
  - (iv) Household receiving a CSRAP voucher shall be required to contribute 30% of the monthly adjusted gross income of that Household toward rent each month. The Household's required rent contribution shall be determined at the time the

Household is accepted into the CSRAP, and thereafter shall not be increased more than once every 24 months; regardless of whether or not the rent contribution is increased during any 24 month period, CRHA shall continue to verify and keep records as to the Household income, report income to the City, and comply with the requirements within this Grant Agreement.

- (v) CSRAP vouchers shall be provided monthly. The monthly housing assistance payment shall be equal to the applicable HCVP payment standard for bedroom size for the Charlottesville area, as established annually by the Virginia Housing and Development Authority, minus the tenant's portion of the rent.
- (vi) The CRHA shall reexamine the income and family composition of each Household receiving CSRAP vouchers, at least once every 24 months. Any Household that experiences a decrease in income may request a reexamination and adjustment of the requirement for 30% monthly income participation (see subparagraph (iv), above) at any time.

## **VI. CONTINUING ELIGIBILITY FOR CSRAP FUNDING**

- A. Subject to availability of CSRAP funds and the terms of this Grant Agreement, CSRAP vouchers may be issued to a Household so long as the Household is in compliance with the CSRAP Program Rules and the CRHA's HCVP rules and regulations (as amended).
- B. CSRAP-assisted Households shall be entitled to the Informal Hearing Procedures for Applicants and Participants of the Housing Choice Voucher and Moderate Rehabilitation Programs as defined by 24 CFR §982.54(d)(12) and (13) as amended, as administered by the CRHA.

## **VII. PROGRAM FUNDING**

- A. The City's Housing Program Coordinator has verified that funding is available and has been appropriated by City Council to the CAHF to support the CSRAP through June 30, 2018. CSRAP may continue so long as funding from the CAHF is available and has been appropriated by City Council in amounts sufficient to support continuation of the CSRAP in subsequent fiscal year(s).
- B. Each year, in accordance with a schedule established by the City's Budget Director, CRHA shall prepare and submit to the City an estimate of the amount of money needed during the ensuing fiscal year for the CSRAP, based on the Households then participating in the CSRAP at that time, and based on CRHA's estimate of any rent increases for those participating Households, and (at CRHA's option) CRHA's estimates of the cost of any desired expansion of the CSRAP to additional participants during the ensuing fiscal year.
- C. Upon determining that a Household is eligible to participate in the CSRA Program, CRHA shall prepare an Invoice in an amount necessary to provide funding for rental payments sufficient to provide rental Assistance for that Household through the end of the then-current calendar year quarter. CRHA shall transmit the Invoice to the City's

Housing Program Coordinator. Each initial Invoice shall be accompanied by the following (and the City shall not release any funds to CRHA pursuant to the Invoice, unless and until all of the required information has been received by the City):

- (i) A copy of the Household's voucher, lease approval form, rent portions notice, rental unit information (including address and monthly rent), unit inspection report, and Household information (including income, size, composition), and
- (ii) a copy of an invoice or other statement of rent from the Household's landlord, identifying the monthly rental amount for that Household, at time of initial lease-up.

Upon determining that the Invoice is accurate and that all required information has been received, the City's Housing Program Coordinator shall (i) initiate a transfer of CAHF Funding to CRHA in the amount requested by the Invoice, and (ii) shall encumber CAHF funds in an amount sufficient to provide monthly rental assistance to that Household, plus a ten percent (10%) contingency fee to cover any increases in the rental assistance amount, through the end of a twenty-four (24) month period from the date the Invoice is received. Except the specific amounts disbursed per the Invoice, subsequent funds for that Household shall be disbursed to CRHA in accordance with paragraph (D), following below.

Invoices for new Households as outlined in Paragraph C above will be paid to CRHA within 30 day of receipt of invoice and required documentation.

- (D) 30 days prior to the end of each calendar year quarter (specifically: on November 30, February 28, May 31, and August 31 each calendar year), the CRHA will submit to the City of Charlottesville, an itemized Quarterly Invoice, listing each recipient Household participating in the CSRA Program as of the date of such Invoice, and specifying the amount of monthly rent required for each Household (both household rent portion and rental assistance amount) for the calendar year quarter next succeeding the date of the Quarterly Invoice. Each such Quarterly Invoice shall add up each of the amounts required for the CSRA Program for the upcoming quarter, and shall give a total amount necessary to satisfy the Program commitments for that upcoming calendar year quarter.
- (E) Each itemized Quarterly Invoice referenced in Paragraph (D), above, shall be accompanied by the following information (in addition to the information required by paragraph (D), above) and this information shall be presented in the form of a Quarterly Report in an Excel Spreadsheet or other format mutually acceptable to both CRHA and the City's Housing Program Coordinator. Each Quarterly Report shall providing program and household statistics, including but not necessarily limited to:
  - Date voucher issued
  - Date voucher extended (if applicable)
  - Date unit leased
  - Name (head of household)
  - Unit Address

- Total Monthly Rent
- Amount of Monthly Rental Assistance Provided
- Household Income
  - %AMI
- Employment Status
- Number of Wage Earners
- Household Composition
  - Number of Adults
  - Number of Children
  - Number of Children Under 5-years
  - Number of Elderly (65 years+)
  - Number of Disabled
  - Race/Ethnicity

No funds will be released pursuant to any new Purchase Order received from CRHA, unless and until all required Quarterly Reports have been received.

Payments to CRHA for the CRASP vouchers will be due to CRHA within 30 days of completed Quarterly Invoice and Report referenced in Paragraph D and E above.

- (vi) All reports shall be submitted to the City of Charlottesville’s Housing Program Coordinator.

OFFERED BY: City of Charlottesville

By: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTED BY: Charlottesville Redevelopment and Housing Authority

By: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



Agenda Date:	October 16, 2017
Action Required:	Vote on Resolution
Presenter:	Jeanette Janiczek, UCI Program Manager
Staff Contacts:	Alex Ikefuna, NDS Director Tony Edwards, Development Services Manager Jeanette Janiczek, UCI Program Manager
Title:	Belmont Bridge Replacement Project – Resolution Confirming Conformance With City’s Comprehensive Plan & Authorization to Commence Final Design

**Background:**

The City of Charlottesville has been engaged in a process to replace the bridge referred to as “Belmont Bridge” which crosses CSX rail lines and Water Street maintaining an important community connection. The prior bridge design process reached the 35% plan stage before strong community participation implored exploration of other alternative designs/concepts. After two years of discussion, City Council voted on July 21, 2014 to focus on the “enhanced bridge” concept including a specified list of design performance guidelines. The design direction is for a shortened bridge (reduced from more than 440 feet to approximately 205 feet) to be designed with the following criteria in mind:

- Belmont Bridge is a gateway into the Charlottesville and its downtown
- Belmont Bridge should be an enjoyable pedestrian experience
- Views of the mountains and railroad tracks are appreciated and should be preserved
- The design should be innovative and entertaining
- The design should maintain a 25 MPH speed limit with one lane in each direction
- The design should include space for vehicles, bicyclists, and pedestrians. The pedestrian zone should be separated from vehicles and bicycles
- The design should have a shorter span
- Bike and pedestrian lanes should be 10.0 feet wide, traffic lanes should be 11.0 feet wide
- The design should incorporate improvements to the north and south intersections along 9th Street
- Landscaping should be enhanced on the approaches
- Accent lighting should be considered to showcase the bridge

A Request for Proposals was advertised that included these design parameters as well as an extensive public participation process and in January 2017, the City of Charlottesville contracted with Kimley-Horn, an engineering consulting firm to develop plans for the replacement of Belmont Bridge.

In addition to the design parameters established by City Council, Kimley-Horn also researched a variety of initiatives within the City of Charlottesville that are focused on enhancing the vibrancy and quality of life, including the City of Charlottesville Comprehensive Plan, the Bicycle and Pedestrian Master Plan, Streets That Work, and the Strategic Investment Area. Work product was analyzed from the previous design effort and additional studies were performed to update information (such as survey and traffic counts). With a firm grasp of background information, the project team began the public involvement process to ensure agreement with the project's purpose and need before beginning development of a conceptual design.

## **Discussion:**

**Preferred Conceptual Design Concept:** The preferred Conceptual Design concept aligns closely with the adopted City Council program which was modified and discussed during previously held public meetings. In regard to this direction, the preferred Conceptual Design includes the following main features:

- Design based on the reduced bridge length
- 10 foot wide pedestrian and bike zones on both sides, including protected bike lanes separated from pedestrian and vehicular traffic with curb and a mountable concrete median respectively
- One-lane traffic in each direction, supported by detailed traffic impact analysis to confirm traffic operations at existing levels or better including future anticipated volumes in the corridor.
- Creation of pedestrian plazas and potential programmed spaces, as well as public art opportunities.
- Closure of Old Avon Street at Levy to create a pedestrian plaza and improve operations and safety at the intersection
- Addition of new pedestrian facilities including new stairways (with bike runnels) at the southwest (Old Avon Street), northeast (Water Street) and northwest (Water Street). A mezzanine walkway feature connects pedestrians from the east side to the west side of the bridge between the stairways.
- Planned pedestrian underpass below ninth street south of the bridge
- Significant street tree plantings and plaza vegetation

## **Key Design Issues**

There has been general community and stakeholder support for the key elements of the conceptual design; however, there were three (3) specific design elements that warranted further targeted discussion to obtain direction for the consultant team and staff. Citizen participants and committee members were asked to help provide the design team with direction with these topics, which included:

### 1. Graves Street Access and Circulation.

#### Issue Summary

- a. Existing condition allows full movement turn entering and exiting Graves at 9th Street
- b. South-bound left turns on to 9th can create safety issues and congestion on east

side, impacting traffic on 9th Street. Traffic Counts confirm low utilization of this turning movement – likely due to safety & congestion issues. Traffic counts were taken in February 2017 during the AM and PM peak hours which showed minimal lefts out of Graves onto 9th (under a dozen) – particularly compared to the number of rights out of Graves (over 100). A turning movement count was conducted on July 20, 2017 from 7am to 6pm to ensure turning movement patterns remained consistent. There was a slight uptick from noon to 1pm of 15 vehicles turning left, but the remaining hours remained consistent with the original traffic counts.

#### Public Response

- a. Surrounding businesses have expressed not wanting to increase travel along East South Street and 6th Street SE and finding the route confusing/inconvenient
- b. Several residents find it convenient to turn left at from Graves Street at 9<sup>th</sup> Street
- c. Steering Committee PLACE, Bicycle and Pedestrian, Tree Committees endorsed:
  - Allow left turns from 9th Street (Avon Street) SB
  - Allow right-in and right-out movements from Graves Street
  - Prohibit left turns from Graves Street to 9th Street (Avon Street) SB
  - Pursue study of alternative traffic flows on Monticello

#### Staff / Consultant Recommendations

- a. Allow left turns from 9th Street (Avon Street) SB
- b. Allow right-in and right-out movements from Graves Street
- c. Prohibit left turns from Graves Street to 9th Street (Avon Street) SB
- d. Improve existing roadways to aid in circulation from public easement to Levy Street.
- e. Improve access/means for deliveries to neighboring parcels
- f. Changes to Monticello Road direction of travel for one block are currently under review to accommodate those lefts at the 9<sup>th</sup>/Levy signal. A city pilot project to study these changes is under consideration.

#### 2. Pedestrian Crossing of Nineth Street South of the Bridge.

##### Issue Summary

- a. Crossing is a desired, convenient location for Belmont residents to cross 9<sup>th</sup> Street
- b. Documented conflicting and potentially unsafe conditions at crossing
  - i. 9 Crashes at Graves and 9<sup>th</sup> Street (2012 – 2016)
  - ii. 2 crashes involved pedestrians in/near existing crosswalk
- c. Existing 6% grade along 9<sup>th</sup> Street – with high travel speeds
- d. Existing crosswalk is 190’ north of signalized crosswalk at 9<sup>th</sup>/Avon/Graves/Levy Intersection - is not in accordance with Streets That Work or VDOT guidance
- e. City Attorney’s office has issued an opinion that due to safety and liability concerns, city infrastructure improvement should be built to city or applicable engineering standards. .
- f. The consultants’ written opinion did not support retention of the crosswalk.

#### Public Response

- a. Public comment from the survey had 32.2% respondents support constructing the underpass, 22.1% maintain the existing at-grade crossing and 45.7% do both.
- b. The general public is split with a slight, but vocal majority supporting maintaining the at-grade crossing
- c. The Steering Committee narrowly voted 5-4 to maintain the at-grade crossing. At a later Steering Committee meeting, those that attended seemed to understand City staff's and the consultants concerns of maintaining the at-grade crossing
- d. Steering Committee, PLACE, Bicycle and Pedestrian, Tree Committees endorsed:
  - Maintain existing pedestrian crosswalk north of Graves Street on 9th Street
  - Construct pedestrian passageway beneath 9th Street
  - Stairs on west side in Old Avon R/W to provide access to 9th Street
  - Pedestrian upgrades at intersection at Levy – Old Avon – Garrett for improved mobility
  - Construct stairs from bridge to Water Street on both sides of 9<sup>th</sup> Street.
 All Committees except PLACE supported the mezzanine between the two stairs, under the bridge.

#### Staff / Consultant Recommendations

- a. Remove existing pedestrian crosswalk north of Graves Street on 9th
- b. 10 ft (tall) x 21 ft (wide) Pedestrian passageway beneath 9<sup>th</sup> Street
  - Provides east-west accessible route under 9<sup>th</sup> Street for bikes and pedestrians
  - Emphasis on good lighting
  - Opportunity to promote new, safer mobility patterns
- c. Stairs on west side and/or sidewalk in Old Avon R/W provide access to 9<sup>th</sup> Street
- d. Pedestrian upgrades at intersection of Levy / Old Avon / Garrett for improved mobility
- e. New pathway just north of bridge to the Downtown Mall & Water Street being created with stairways & mezzanine

### 3. Vertical Circulation at Water Street

#### Issue Summary

- a. Lack of good connectivity / ADA accessible routes east to west
- b. Lack of convenient vertical circulation from Water Street to bridge/9<sup>th</sup> street
- c. Several new ADA accessible ramp options were studied. Technical barriers were found in each rendition. Ramps were explored (ones that would not be ADA compliant but could aid with strollers/bikes) but construction costs, beyond the project funding capacity, were deemed too significant to include those improvements.

#### Public Response

- a. General support for full build out of stairs on east and west sides of bridge 9th St. and Water St as well as mezzanine
- b. Committees support full build out as well though PLACE Design Task Force recommended eliminating mezzanine



#### Staff / Consultant Recommendations

- a. Construct stairs on east and west sides of bridge 9<sup>th</sup> St. and Water St.
- b. Construct a mezzanine connection between stairs beneath the bridge

These three topics were put before the Steering and Technical committees, , the general public during the Open House event, the Planning Commission, Board of Architectural review, PLACE Task Force, Bike/Pedestrian Advisory Committee, and the Tree Commission. The Open House public comments received, and voting sheets are posted under the resources tab at [www.belmontbridge.org](http://www.belmontbridge.org). The results of the voting sheets were presented to the Steering Committee on June 14<sup>th</sup>, 2017.

Following the Open House, an on-line survey regarding the three design issues was made available through the project website to capture opinion and feedback from those that may have not been able to attend the Open House. 244 people participated in the focused on-line survey, and the results were presented to the Steering Committee on June 14<sup>th</sup> to help inform committee members of the public input/comment.

A memo to the Planning Commission dated September 12, 2017 is included as an attachment to provide further background and analysis performed regarding these 3 Key Design Issues that further explain Staff/Consultant Recommendations.

Each committee also provided detailed comments that will be explored during the next stage of final design and which is available under the resources tab at [www.belmontbridge.org](http://www.belmontbridge.org).

**Comprehensive Plan Alignment:** On September 12, 2017 the Planning Commission voted unanimously that the Conceptual Design is consistent with the City of Charlottesville adopted 2013 Comprehensive Plan. The following excerpts from the Comprehensive Plan were used as support and are followed with project details on how these goals are being met:

#### **Transportation:**

- **Goal 1: Increase safe, convenient and pleasant accommodations for pedestrians, bicyclists, and people with disabilities that improve the quality of life within the community and within individual Neighborhoods.**
  - This project provides approximately 40 total feet in width dedicated to bicyclists and pedestrians, an increase in width from the existing condition. That width includes 2, 10' wide sidewalks on each side of the roadway, and two, 10' wide protected bike lanes in each direction (7' bike lanes with 3' buffer). In addition, a pedestrian tunnel is proposed underneath 9<sup>th</sup> Street, south of the railroad tracks as well as new vertical circulation on both the east and west side of the bridge down to Water Street. A connection is also proposed on the western side of the bridge to connect 9<sup>th</sup> Street to Water Street during paid Pavilion events.
- **Goal 1.2: Provide convenient and safe pedestrian connections within ¼ miles of all commercial and employment centers, transit routes, schools and parks**
  - This project provides wide sidewalks and vertical circulation to enable multi-modal connections to transit routes and employment centers
- **Goal 1.3 Provide design features on roadways, such as street trees within buffers, street furniture and sidewalk widths that improve the safety and comfort level of all users and contribute to the City's environmental goals.**
  - This project includes street tree plantings within buffers where appropriate as well as

- 10' wide sidewalks.
- **Goal 1.4: Explore and implement safe, convenient and visually attractive crossing alternatives to enable pedestrians and bicycles to cross major thoroughfares**
  - The project provides a pedestrian passageway under 9<sup>th</sup> St. south of the railroad tracks, and provides for a mezzanine connection from the east and west side of 9<sup>th</sup> St. north of the railroad tracks
- **Goal 1.5: Continue to include bicycle and pedestrian accommodations in conjunction with the planning and design of all major road projects, all new development and road paving projects**
  - The project provides two, 10' buffered bike lanes (7' bike lanes with 3' buffer) continuous in each direction from Market St. to Garrett St as well as the aforementioned new pedestrian connections.
- **Goal 1.6 Consistently apply ADA standards to facility design and ensure that accessible curb ramps exist at all pedestrian crossings where conditions allow.**
  - Curb ramps will be provided at all crossings.

#### Urban Design:

- **Goal 1: Continue Charlottesville's history of architectural and design excellence by maintaining existing traditional design features while encouraging creative, context-sensitive, contemporary planning and design.**
  - Per the public comment received, design focus is on seeking to blend and connect the new bridge into the surrounding neighborhoods with several modern and/or funky design features – such as the treatment of abutment walls and pier system – to add distinct contemporary details.
- **Goal 1.1: Emphasize the importance of public buildings, public spaces, and other public improvements as opportunities to promote a sense of place and a welcoming environment for residents and visitors.**
  - The project is proposing to close Old Avon Street at the Garrett/Levy/9th intersection to create a pedestrian zone. Both the pedestrian passageway and mezzanine will be designed to encourage pedestrian use through good design concepts. Enhanced landscaping is also proposed – separate concepts for corridor as well as surrounding areas.
- **Goal 1.2: Promote Charlottesville's diverse architectural and cultural heritage by recognizing, respecting, and enhancing the distinct characteristics of each neighborhood.**
  - This project will be coordinated with the Virginia Department of Historic Resources as well as receive a Certificate of Appropriateness from the City's Board of Architectural Review.
- **Goal 1.3: Facilitate development of nodes of density and vitality in the City's Mixed Use Corridors, and encourage vitality, pedestrian movement, and visual interest throughout the city**
  - The project provides for upgraded pedestrian and bicycle facilities, as well as architectural elements that will enhance the neighborhood and corridor
- **Goal 1.4: Develop pedestrian-friendly environments in Charlottesville that connect neighborhoods to community facilities, to commercial areas and employment centers, and that connect neighborhoods to each other, to promote a healthier community.**
  - The project provides for an upgraded multi-modal connection from the pedestrian mall in downtown Charlottesville to the Belmont and Martha Jefferson neighborhoods.

- **1.5: Encourage community vitality and interaction through the incorporation of art in public spaces, neighborhoods, signage, and gateways.**
  - Opportunities for art are being proposed along the bridge’s abutment walls south of the railroad tracks – as well as preservation of a programmed space for graffiti or commissioned art.
- **1.6: Encourage the incorporation of meaningful public spaces, defined as being available to the general public, into urban design efforts.**
  - Retention of the graffiti wall for public, free expression and creation of a new pedestrian space along Avon Street are intended to meet this goal.
- **1.7: Promote design excellence for public projects and installations at all scales.**
  - The request for proposals created a project development process centered around design. The extensive public participation process is ensuring design excellence in meeting the community’s present and future needs.

Following City Council acceptance of the Conceptual design, the project will advance to final design and a Combined Location & Design Public Hearing. The following community engagement activities are anticipated in the design process (all dates To Be Determined):

- Technical Committee Meeting
- Steering Committee Meeting
- Design Public Hearing
- Final BAR Presentation - COA Action
- Presentations to:
  - Bicycle and Pedestrian Advisory Committee
  - PLACE Design Task Force
  - Steering Committee
  - Tree Commission

**Alignment with City Council’s Vision and Strategic Plan:** Approval of this agenda item upholds the City’s commitment to create “a connected community” by improving upon our existing transportation infrastructure. In addition, it would contribute to Goal 3 of the Strategic Plan, to be “A Beautiful and Sustainable Natural and Built Environment” by meeting Objective 3.1 Engage in robust and context sensitive urban planning and implementation; Objective 3.2. Provide reliable and high quality infrastructure; and Objective 3.3. Provide a variety of transportation and mobility options.

**Community Engagement:**

To help guide the project, the City Council appointed a project Steering Committee composed of:

- Amy Gardner, Belmont Neighborhood
- John Harrison, Business Community
- Patrick Healy, Ridge Street Neighborhood
- Heather Danforth Hill, North Downtown Neighborhood
- Harry Holsinger, Martha Jefferson Neighborhood
- Scott Paisley, PLACE
- Tim Mohr, PLACE
- John Santoski, Planning Commission
- Lena Seville, CAT Advisory Board
- Fred Wolf, PLACE

The process also involves coordination with the following City Council appointed stakeholder

groups:

- ADA Advisory Committee
- Bicycle and Pedestrian Advisory Committee
- Board of Architectural Review
- Downtown Business Association/Chamber of Commerce
- PLACE Design Task Force
- Planning Commission
- Tree Commission

The City of Charlottesville has provided multiple opportunities for the public to provide input into the plan development process. A project website, two on-line surveys, three community events (Mobility Summit, Design Charrette, and Open House) as well as 18 stakeholder meetings occurred between February 21 and July 14<sup>th</sup>. Information presented and gathered at the meetings can be found at [www.BelmontBridge.org](http://www.BelmontBridge.org), however a summary of each event is below:

**Project Website:** The Project website ([www.belmontbridge.org](http://www.belmontbridge.org)) contains information that has been presented to date as part of the process. Information presented includes:

- Project background
- Project schedule
- A “resource” page that provides access to the traffic analysis, project fact sheet and FAQ, information presented and gathered from community events, and information presented at the stakeholder meetings
- A contact form
- A “get involved” page

As of June 22, 2017, the project website has logged approximately 3,000 unique users, and over 8,000 page views.

**Community Event 1: Mobility Summit, March 11, 2017:** A Mobility Summit was held on Saturday, March 11, 2017 at the Sprint Pavilion from 9:00 AM to 1:00 PM. The event drew nearly 100 people to discuss issues and needs related to the replacement of the Belmont Bridge which resulted in 1,679 data points. Participants provided input on the original design parameters established by City Council and future design objectives/goals through a combination of 6 interactive stations, guided walking tours and biking tour of the study area, and, had an opportunity to have one-on-one conversation with the consultant team and City staff. At sign-in, participants received an information handout, a rack card with more detail on upcoming events, and a passport to guide them through various stations.

A summary document provided on [www.BelmontBridge.org](http://www.BelmontBridge.org) briefly summarizes the community input data collected at the event and offers stakeholders and community members the opportunity to see the thoughts of others in the community. In addition to data collected in person, the event served as the launch for the MetroQuest survey.

**On-Line MetroQuest Survey:** The MetroQuest survey was active from March 11, 2017 through April 16, 2017. The goal of the survey was to educate the public about the project and collect feedback on project priorities, tradeoffs to help direct design, and design preferences related to function and aesthetics. Following completion of the survey, an optional question requested how

the participant uses the existing bridge to further illustrate the needs of the project. The survey was design to mirror the activities of the in-person activities at the Mobility Summit, and included:

- Priority Ranking
- Tradeoffs, which included categories such as Design, Role, Views, Mobility, and Parking
- Visual Preference Survey, which included categories such as Landscaping, Lighting, Public Spaces, and streets

The results for each category can be found at [www.BelmontBridge.org](http://www.BelmontBridge.org), on the resources page. Additionally, the 771 written comments can be found on the project website as well. The amount of participation captured in the MetroQuest on-line survey is summarized as follows:

- 896 Participants
- 27,677 individual data points
- 771 written comments

**Community Event 2: Design Charrette, April 17-19, 2017:** Project team members held a collaborative charrette on April 17-19, 2017 at CitySpace in downtown Charlottesville. During the event, conceptual design concepts were developed based on the original City Council design directive that was supported by feedback collected at the Mobility Summit and online survey. The design process throughout the charrette was iterative, with the working studio open to the public throughout the day to encourage engagement with the project team. Pin-up sessions each evening occurred to show the day's progress, and allowed project staff to answer questions, address concerns, and document new ideas.

Additionally, five work sessions were organized around key topics central to the bridge design – Traffic, Bicycle & Pedestrian Facilities, Parking, Community Space and Bridge Design. The outcomes of the topic discussions informed the design process and the selection of preferred alternatives throughout the remainder of the charrette process.

Overall key takeaways from the design charrette include:

- Overall corridor approach
  - New block structure
  - Closing Old Avon St. at Garrett St.
  - Creating new east/west public street at the railroad property line
- Develop a two lane, 62' bridge section with a protected bike lane and wide sidewalks
- Additional vertical circulation (pedestrian) north of the railroad tracks on the east side
- Modern / Funky design features
- Enhanced landscape elements on approaches
- Accent lighting for pedestrian safety (not theatrical)
- Interim / shared parking solutions (in cooperation with property owners)
- Minimize maintenance concerns regarding raised, planted medians

Following the design charrette, concepts were refined and alternatives were developed for various design elements. The concepts and alternatives were presented to the Steering Committee, Technical Committee, and Small Stakeholder groups on May 15<sup>th</sup> and 16<sup>th</sup>. A full

summary of the event, including a summary of the work sessions is posted on [www.belmontbridge.org](http://www.belmontbridge.org).

**Community Event 3: Open House, June 1, 2017:** Project team members held an open house on June 1, 2017. The open house provided an opportunity for the public to provide feedback on the latest design concept for the Belmont Bridge that became the preferred Conceptual design. The design concept were developed from more than 30,000 outreach data points and 1,000 written comments provided through previous public meetings, the project website, and MetroQuest survey. At the open house, a presentation was made that provided a brief overview and the public was requested to visit stations set up with the following focus areas to provide feedback and ask questions:

- Bridge Architecture, which included architectural elements such as fencing, lighting, walls, vertical circulation, and overall 3-dimensional views of the concept. This station also included an interactive 3-D architectural model, giving the opportunity to see alternate views of the design.
- Corridor, which included the recommended corridor concept, and, a potential “future build” concept. Additionally, cross sections of the road and plan views of the intersections were a focus.
- Traffic, which included graphics depicting lane configuration, queue length, delay, level of service, and projected future traffic conditions in a video format.

**Stakeholder Meetings:** Throughout the process, individual stakeholder groups met to provide input and feedback during the design process. Stakeholder meetings were open to the public. The following groups met on the following dates in 2017:

- Steering Committee: February 21, March 29, May 15, June 14, August 16
- Bicycle and Pedestrian Advisory Committee: February 23, May 16, September 7
- PLACE Design Task Force: February 22, May 16, September 14
- Downtown Business Association / Chamber of Commerce: February 22, May 16
- Board of Architectural Review: February 22, May 16, August 15 (BAR Meeting)
- Tree Commission: February 23, May 16, September 5

The ADA Advisory Committee and Planning Commission were invited to attend any of the five stakeholder group meetings. These stakeholder groups provided feedback in their specialized areas of interest and confirmed that design was progressing in keeping with the project’s purpose and need.

Meeting agendas and summaries can be found under the resources tab on the project website [www.BelmontBridge.org](http://www.BelmontBridge.org). Additionally, a Technical committee was formed which is comprised of representatives from appropriate City departments. The technical committee held meetings on the project on February 22, 2017, March 30, 2017, May 16, 2017, June 13, 2017 and August 16, 2017. The technical committee meetings confirmed input received from the public and stakeholder groups could be technically attained and then maintained.

**Budgetary Impact:** The preferred Conceptual design falls within the established budget comprised of a combination of City, State and Federal funding sources. No additional impact is anticipated on the General Fund. An appropriation for the remaining committed funds will be completed later this year.

**Recommendation:** Staff recommends approval of the conceptual design and authorization to proceed with commencement of the final design phase of the project.

**Alternatives:** A prior study investigated the feasibility of bridge renovation and found complete bridge replacement was the most cost effective means to address the bridge's current and anticipated deficiencies. That stated, City Council may provide direction on how to alter the preferred Conceptual design or provide questions/concerns that need to be addressed during final design.

**Attachments:**

Preferred Conceptual Design

September 12, 2017 Planning Commission Memo – Background/Update on 3 Key Design Issues

Resolution of the Charlottesville Planning Commission

Resolution for City Council



**PARKING TABULATIONS**

EXISTING	PROPOSED
South Street	54
Aven Street	4
10th	45
TOTAL	103

Dedicated Railroad Parking	Dedicated Railroad Parking
10	10
Total Less Dedicated Railroad Parking	Total Less Dedicated Railroad Parking
93 spaces	93 spaces
Parking	Parking
83 spaces	83 spaces



**Kimley»Horn**

Alternative 1  
Recommended Concept





**City of Charlottesville  
Department of Neighborhood Development Services  
Staff Report**

**CITY COUNCIL AND PLANNING COMMISSION  
JOINT PUBLIC HEARING**

**DATE OF HEARING: AUGUST 12, 2017  
RE: BELMONT BRIDGE REPLACEMENT PROJECT**

**Project Manager: Jeanette Janiczek  
Date of Staff Report: September 12, 2017**

<p><b>Action Required:</b> Pursuant to Virginia Code section 15.2-2232, the Planning Commission will review the proposed Belmont Bridge Replacement concept, located on 9<sup>th</sup> Street between Market Street and Garrett Street / Levy Street in the City of Charlottesville, to determine if the general character, approximate location and extent of the proposed improvements are substantially in accord with the City's adopted Comprehensive Plan or part thereof.</p>
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**UPDATE:**

At the August 8<sup>th</sup> Planning Commission Meeting, there were three Open Design issues:

- Vertical Circulation North of Water Street
- Graves Street Vehicular Circulation
- At-Grade Crossing at Graves Street

Since the meeting, the project team has further explored these issues and has also met with the Board of Architectural Review, Steering Committee, Tree Commission and Bicyclist/Pedestrian Advisory Committee. The following is the updated status on these 3 issues.

**Vertical Circulation North of Water Street**

Both sides of the bridge will be connected by stairs to a mezzanine and then to Water Street. The Board of Architectural Review suggested the eastern staircase be oriented to the east (instead of west, to the Transit Center). Steering Committee, Tree Commission and Bicyclist/Pedestrian Advisory Committee all supported this concept.

A ramp was under consideration from the bridge to the mezzanine on the east side of the bridge which could be constructed ADA-compliant. The connection from the mezzanine to either the Downtown Mall or Water Street could not meet ADA standards due to space constraints and the amount of height needing to be overcome. The ramp was eliminated from consideration by the Steering Committee due to cost of design tradeoffs needed for construction.

**Graves Street Vehicular Circulation**

Existing condition allows full movement turns entering and exiting Graves at 9th Street. The issue was to whether to allow southbound left turns onto 9th which creates a safety concern and congestion impacting traffic on 9th Street. If left turns out of Graves Street onto 9<sup>th</sup> Street were not allowed, how could this movement be efficiently accommodated in another circulation pattern?

Traffic counts were taken in February 2017 during the AM and PM peak hours which showed minimal lefts out of Graves onto 9<sup>th</sup> (under a dozen) – particularly compared to the number of rights out of Graves (over 100). A turning movement count was conducted on July 20, 2017 from 7am to 6pm to ensure turning movement patterns remained consistent. There was a slight uptick from noon to 1pm of 15 vehicles turning left, but the remaining hours remained consistent with the original traffic counts.

An existing access easement for the public was confirmed on the 110 Avon Street (Innova property) that allows access from Graves Street to Avon Street, East South Street, 6<sup>th</sup> Street SE and Levy Avenue back to 9<sup>th</sup> Street. The project will be adjusting the existing street network and neighboring parcels to ensure two way traffic can be maintained as well as truck deliveries/circulation. While there are many turns on this route, the distance traveled is approximately 2,000 feet or 0.4 miles from Graves to Levy/9<sup>th</sup> signalized intersection.

A pilot project is also under consideration by the City, separate from the bridge replacement project, to “flip” the direction of a single block of Monticello Rd, to allow vehicles to turn onto Monticello Road and then onto Levy Avenue to access the signal at Levy/9<sup>th</sup> Street. This is moving forward through upper City management and then will proceed with communication/coordination between the neighbors and neighborhood before being instituted as a demonstration project.

Other measures – such as time restrictions for left turns from Graves onto 9<sup>th</sup> – have been considered and eliminated due to enforcement concerns.

## **At-Grade Crossing at Graves Street**

### Issues Summary – At-Grade Crossing at Graves Street

- Crossing is a desirable, convenient location for Belmont residents to cross 9th Street
- Conflicting and potentially unsafe conditions at crossing
- 10 Crashes at Graves and 9th Street (2012 – 2016)
- 2 crashes involved pedestrians in/near existing crosswalk
- Existing 6% grade along 9th Street – high travel speeds
- Existing crosswalk is 190’ north of signalized crosswalk at 9th/Avon/Graves/Levy

### Intersection

- Crosswalk is not in accordance with Streets That Work or VDOT guidance

### Current Concept

- Pedestrian passageway beneath 9th Street
- Provides east-west accessible route under 9th Street for bikes and pedestrians
- 10’+/- tall and 21’ wide – emphasis on good lighting
- Opportunity to promote new, safer mobility patterns
- Will help activate 6th Street, South Street and Old Avon Block with planned redevelopment
- Maintain existing pedestrian crosswalk north of Graves Street on 9th

- Stairs on west side and/or sidewalk in Old Avon R/W provide access to 9th Street
- Pedestrian upgrades at intersection at Levy – Old Avon – Garrett for improved mobility

The Steering Committee narrowly endorsed maintaining the existing pedestrian crosswalk north of Graves Street on 9th Street by a vote of 5 to 4. Other boards such as the Planning Commission, Board of Architectural Review, Bike/Pedestrian Advisory Committee and Tree Commission generally feel the convenience of the crossing outweighs safety concerns. We have heard both vocal support for the maintenance of this crossing from the public as well as comments that support its removal. However, staff and our technical consultants cannot recommend nor support maintaining the mid-block crossing.

The previously forwarded Mid-block Pedestrian Crosswalks on 9th Street Technical Memo outlines the following main concerns:

- 1) In the past five years (2012 to 2016) 10 total crashes occurred near candidate location A. Two of the 10 crashes involved pedestrians and resulted in minor/possible injury. Eight of the 10 crashes were property damage only with rear-ends as the predominant crash type.
- 2) While the mid-block at-grade crossing location does provide unrestricted views of the entire length of the crosswalk for vehicles traveling in the northbound and southbound directions, the crosswalk is located on or near a 6% gradient. This 6% gradient will lead to longer stopping/braking distances for vehicles should a pedestrian enter the crosswalk unexpectedly.
- 3) The proposed location of the at-grade crossing is less than 300 feet from another marked and signalized crosswalk across 9th Street at the intersection 9th Street/Avon Street and Garrett Street/Levy Avenue.
- 4) The proposed at-grade crossing location can be facilitated by two other means. The first route is for pedestrians to utilize the existing and proposed signalized crosswalk at the 9th Street/Avon Street and Garrett Street/Levy Avenue intersection, which is located approximately 190 LF south of the candidate crossing location. The second route is for pedestrians using the proposed pedestrian underpass and stairs on the west side of 9th Street. It is noted that pedestrians will have to utilize stairs or a longer route, but the inconvenience is deemed to be secondary to the potential safety concerns presented by the pedestrian crash pattern, the proximity to the marked and signalized pedestrian crossing to the south and conflicts with vehicles exiting from Graves Street onto 9th Street NB.

The City Attorney's office has reviewed whether the City would be exposed from a liability standpoint if the consultant team's recommendation was overturned and the crossing was installed. It was the City Attorney's office opinion that the City would be potentially at risk should an incident occur under that condition.

**RESOLUTION  
OF THE CHARLOTTESVILLE PLANNING COMMISSION  
RECOMMENDING THE BELMONT BRIDGE REPLACEMENT  
PROJECT IS IN CONFORMANCE WITH THE CITY'S  
COMPREHENSIVE PLAN**

Whereas, this Planning Commission and City Council jointly held a public hearing on the proposed Belmont Bridge Replacement concept, after notice given as required by law, NOW THEREFORE,

BE IT RESOLVED that this Planning Commission confirms that the general character, location and extent of the proposed improvements are substantially in accord with the City's adopted Comprehensive Plan or part thereof.

Adopted by the Charlottesville Planning Commission, the 12<sup>th</sup> day of September 2017.

Attest:   
Secretary, Charlottesville Planning Commission

**RESOLUTION**  
**APPROVING AN AMENDMENT TO THE CITY COMPREHENSIVE PLAN**  
**BY INCORPORATING THE BELMONT BRIDGE REPLACEMENT PROJECT'S**  
**PREFERRED CONCEPTUAL DESIGN**

**WHEREAS**, on September 12, 2017, after notice given as required by law, the Charlottesville Planning Commission and Charlottesville City Council conducted a public hearing on a proposed amendment to the Comprehensive Plan for the City of Charlottesville (2013), to include the contents of the preferred conceptual design of the Belmont Bridge Replacement project (“Comprehensive Plan Amendment”); and

**WHEREAS**, on June 12, 2017, the Planning Commission adopted a resolution recommending approval by City Council of the Comprehensive Plan Amendment, and certifying a copy of the Comprehensive Plan Amendment to Council for its consideration; now, therefore,

**BE IT RESOLVED** that, upon consideration of the Comprehensive Plan Amendment, the City Council hereby adopts the preferred conceptual design of the Belmont Bridge Replacement project as an amendment to the City’s Comprehensive Plan and authorizes commencement of final design. Neighborhood Development Services staff shall post on the City’s website notice of Council’s adoption of the this Update, along with a copy of the approved Update.

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**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



<b>Agenda Date:</b>	October 16, 2017
<b>Action Required:</b>	Vote on Resolutions
<b>Presenter:</b>	Jeanette Janiczek, Urban Construction Initiative Program Manager
<b>Staff Contacts:</b>	Jeanette Janiczek, Urban Construction Initiative Program Manager Tony Edwards, Development Services Manager
<b>Title:</b>	Revenue Sharing Program Applications – West Main Streetscape Improvements & Multi-Modal Improvements – FY 18-19 Revenue Sharing Program \$3,500,000 and FY 19-20 Revenue Sharing Program \$2,400,000

**Background:** The Virginia Department of Transportation (VDOT) administers the Revenue Sharing Program to provide additional funding for localities to improve their transportation network. With the realization that transportation needs are outpacing the state’s budget, this program encourages local investment in the transportation network. Under the current law/regulations, for each local dollar that the City commits to an eligible project, the state is offering to match it 1:1 – up to \$10 million per locality per biennial application cycle. The maximum allocation the CTB may make to the Revenue Sharing Program is \$200 million annually with the minimum allocation being \$15 million annually.

**Discussion:**

**\$5 million West Main Streetscape Improvements Applications**

West Main Street is a vital urban street, a locally designated historic district, and an important connection between the University of Virginia and Downtown Charlottesville, and to the surrounding neighborhoods. The City of Charlottesville has undertaken a plan to update the street with widened sidewalks, dedicated bicycle lanes, a diversity of trees and landscape plantings, and opportunities for historic interpretation and social gathering.

In March 2016, City Council approved both zoning ordinance modifications and a conceptual design plan option for West Main Street (Option 1). Since that time, the project team has been working with City staff to develop more detailed design plans, meeting with the community and the Board of Architectural Review, and creating a schematic design plan set, which was approved by City Council on May 15, 2017. The project team is currently developing the next phase of design plans in consultation with City staff.

The plan's priorities include:

- Better connectivity to and from the surrounding neighborhoods
- Beautification strategies for West Main Street
- An increased emphasis on pedestrian and bicycle-oriented infrastructure
- Use of best practices with regard to environmental issues such as green infrastructure and street trees
- Improved clarity in the built form and public space standards along West Main Street
- Recommended massing and land use for West Main Street
- Strategies to protect the historic fabric of the corridor
- Improved vehicular traffic circulation
- Consideration of parking alternatives
- An economic impact assessment of the proposed land use and zoning recommendations

A projected cost of approximately \$30,000,000 has been identified for the project which includes underground utilities, wider sidewalks, trees, street furniture. Undergrounding utilities would not be eligible for transportation funds and account for roughly \$10 million in project costs.

To fund the remaining \$20 million in eligible expenses, it is being proposed to apply for two applications - one totaling \$6 million (\$3 million local, \$3 million state) in FY2019 for West Main Phase 1 between Ridge Street and 6<sup>th</sup> Street NW & another totaling \$4 million (\$2 million local, \$2 million state) in FY20 for West Main Phase 2 between 6<sup>th</sup> Street NW and 8<sup>th</sup> Street NW. A Smart Scale Application will be submitted next year for state and federal funding for the remaining phase between 8<sup>th</sup> Street NW and Jefferson Park Avenue. The proposed 2 Revenue Sharing Applications for FY19 and FY20 should improve the application score for the Smart Scale Application for the remaining phase. If the Smart Scale Application is not awarded, then future Revenue Sharing applications would be sought for the remaining phase.

Project Status: A Preferred Design Concept has been approved by City Council. Existing funding is being used to finalize design plans for Phase 1 while City staff applied for construction funding.

These applications would qualify under Priority 2 – Construction Projects that meet a transportation need identified in the Statewide Transportation Plan (VTRANS) or when funding will accelerate advertisement of a project in a locality's capital improvement plan. Locality requests up to a total of \$1 million will be evaluated first and funded first. Locality requests over \$1 million and up to \$5 million per fiscal year (\$10 million per biennial cycle) will be evaluated next and funded next.

### **\$900,000 Multi-Modal Improvements Application**

Several studies have recently been conducted through the public process to identify priority multi-modal improvements citywide. These studies include:

- 2015 Bicycle and Pedestrian Master Plan
- Streets That Work
- Strategic Investment Area Plans



It is being proposed to apply for two applications – one in FY19 for \$500,000 and another in FY20 for \$400,000 – using local matching dollars normally awarded in the City’s Capital Improvement Program for new sidewalks, bike facilities and ADA improvements. These applications would also qualify under Priority 2 – Construction Projects that meet a transportation need identified in the Statewide Transportation Plan (VTRANS) or when funding will accelerate advertisement of a project in a locality’s capital improvement plan. Locality requests up to a total of \$1 million will be evaluated first and funded first. Locality requests over \$1 million and up to \$5 million per fiscal year (\$10 million per biennial cycle) will be evaluated next and funded next.

Priority 1 projects would be funded first and then Priority 2 projects. Depending on the amount awarded – either in full or prorated against other applications submitted throughout the state – staff will scope the project based on the top priorities not yet under development from the various studies.

The City must prioritize its grant applications and staff is recommending West Main Streetscape be the City’s first priority and the Multi-Modal Improvements be the City’s second priority.

**Alignment with City Council’s Vision and Strategic Plan:** Approval of this agenda item upholds the City’s commitment to create “a connected community” by improving upon our existing transportation infrastructure. In addition, it would contribute to Goal 3 of the Strategic Plan, to be “A Beautiful and Sustainable Natural and Built Environment” by meeting Objective 3.1 Engage in robust and context sensitive urban planning and implementation; Objective 3.2. Provide reliable and high quality infrastructure; and Objective 3.3. Provide a variety of transportation and mobility options.

**Community Engagement:** Public participation occurred during past West Main Streetscape public meetings as well as during development of the various studies listed above. Matching funds are being considered during the current CIP process.

**Budgetary Impact:** Local matching funds currently being considered during the CIP process may be doubled with state funding if grant applications are successful. Matching funds have not yet to be appropriated. Local funds would be available July of 2018 for the FY19 grant application – with state funding becoming available 7/1/18. Local funds would be available July of 2019 for the FY20 grant application – with state funding becoming available 7/1/19. If CIP local funds are not planning to be appropriated, we should not submit the corresponding grant application(s). Should funds be awarded for these programs, staff will present separate appropriations for the exact amounts of each project.

**Recommendation:** Staff recommends approval of resolution.

**Alternatives:** City Council may recommend a lower application amount or decide to not pursue either application.

**Attachment:** Resolutions

## **RESOLUTION**

Fiscal Year 2018 – 2019 Revenue Sharing Program - \$3,500,000

At a regularly scheduled meeting of the Charlottesville City Council held on October 16, 2017, on a motion by [name of Council or Board member], seconded by [name of Council or Board member], the following resolution was adopted by a vote of [#] to [#]:

WHEREAS, the Charlottesville City Council desires to submit two applications for an allocation of funds of up to \$3,500,000 through the Virginia Department of Transportation Fiscal Year 2018-19, Revenue Sharing Program; and,

WHEREAS, \$3 million of these funds are requested to fund the West Main Streetscape project, between Ridge Street and 6th Street NW; and,

WHEREAS, \$500,000 of these funds are requested to fund the Multi-Modal Improvements, Citywide; and,

WHEREAS: The Charlottesville City Council hereby supports these applications for an allocation of \$3,500,000 through the Virginia Department of Transportation Fiscal Year 2018-19 Revenue Sharing Program.

NOW THEREFORE BE IT RESOLVED, that the Council of the City of Charlottesville hereby commits to fund its local share of preliminary engineering, right-of-way and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project financial document(s).

BE IT FURTHER RESOLVED, that the City Manager is authorized to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation.

ADOPTED this 16<sup>th</sup> day of October 2017.

**A COPY ATTEST**

Paige Rice, Council Clerk

## RESOLUTION

Fiscal Year FY 2019 – 2020 Revenue Sharing Program - \$2,400,000

At a regularly scheduled meeting of the Charlottesville City Council held on October 16, 2017, on a motion by \_\_\_\_\_], seconded by \_\_\_\_\_ the following resolution was adopted by a vote of \_\_ to \_\_:

WHEREAS, the Charlottesville City Council desires to submit two applications for an allocation of funds of up to \$2,400,000 through the Virginia Department of Transportation Fiscal Year 2019-20, Revenue Sharing Program; and,

WHEREAS, \$2 million of these funds are requested to fund the West Main Streetscape project, between 6th Street NW and 8<sup>th</sup> Street NW ; and,

WHEREAS, \$400,000 of these funds are requested to fund the Multi-Modal Improvements, Citywide; and,

WHEREAS: The Charlottesville City Council hereby supports these applications for an allocation of \$2,400,000 through the Virginia Department of Transportation Fiscal Year 2019-20 Revenue Sharing Program.

NOW THEREFORE BE IT RESOLVED, that the Council of the City of Charlottesville hereby commits to fund its local share of preliminary engineering, right-of-way and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project financial document(s).

BE IT FURTHER RESOLVED, that the City Manager is authorized to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation.

ADOPTED this 16<sup>th</sup> day of October 2017.

**A COPY ATTEST**

Paige Rice, Council Clerk

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CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	October 16, 2017
Action Required:	None
Presenter:	Brennen Duncan, City Traffic Engineer, Neighborhood Development Services
Staff Contacts:	Brennen Duncan, City Traffic Engineer, Neighborhood Development Services
<b>Title:</b>	<b>Council Update - Streets That Work Priority List</b>

**Background:**

In February 2014, City Council reaffirmed its commitment to creating complete streets for all users and adopted a resolution to consider the context surrounding the streets as part of any future street design process. As part of the resolution, Council directed staff to undertake a **planning process** that reflects the understanding that streets serve a multitude of transportation, economic, social, recreational and ecological needs that must be considered when deciding on the most appropriate design.

The Streets That Work Initiative is one of the components that form the overall vision for Charlottesville's streets, as shown in the figure below, where the Streets That Work Plan will serve as a central element of the broader initiative.



**Components of the Streets That Work Initiative**

The purpose of this “**Streets that Work**” initiative was to develop a comprehensive street DESIGN GUIDE for Charlottesville that seeks to improve the transportation network for all modes & create vibrant & sustainable public spaces along city streets. The Streets That Work Plan has two main components:

- 1) A set of design guidelines with representative street cross sections & a toolkit that can be used to apply the guidelines in different contexts.
- 2) An implementation plan, including a review of the current project delivery process & recommended protocols for ensuring multi-modal mobility.

The purpose of this report is to give an update on the second component, the implementation plan.

### **Discussion:**

Since adoption of the Streets That Work plan in September 2016, city staff has worked towards its implementation and incorporating it into new development projects, as well as our own City, CIP projects.

The first step of implementation was to take an inventory of what projects we already had in the works and compare those to the priorities set forth in Streets that Work. We found that we were already working in some capacity on all 10 of the priority corridors, and on 7 of 10 priority intersections.

The second step of implementation is to start looking at the costs associated with improvements. We have provided a document that shows all of the priorities identified in Streets that Work, what the status of these projects are, cost estimates, and funding sources if identified.

All of the corridor plans that staff have been working on are already moving toward the Streets that Work design goals and are being looked at holistically. In contrast, many of the priorities that staff has been focusing on does not address intersections holistically, but are trying to use existing funding sources to implement parts of the plans (ADA accessibility, multi-modal retrofits, etc...). The cost estimates provided show these as differences as “Major Reconstruction” and “Minor Improvements”. This distinction is in an effort to bridge the gap between the aspiring goals of the City and the realities of funding and construction limitations.

As provided in the attached document, there is a very significant dollar value associated with all of the priorities identified in Streets that Work. To fully implement the priority corridors, it is estimated that the associated cost would be upwards of \$64 million. Likewise, to fully implement the priority intersections, the estimated cost for major reconstruction would be \$18 million. The minor improvements to intersections, many of which are already in the works, would cost approximately \$900,000, but should be re-evaluated in the greater context and priority list. Staff does not wish to waste money on a project that will only minorly improve an intersection if there will be a larger, holistic, project only a few years down the line.

We’ve also provided other significant projects that were not necessarily on the priority list, but that account for a lot of state funding that the City has in the works.

### **Citizen Engagement:**

There was no public input regarding this application.

**Alignment with City Council’s Vision and Priority Areas:**

The proposed pedestrian improvements and proposed multiuse trail/greenway/variable easement align with the City Council Vision of **A Connected Community** and **Strategic Plan, Goal 3.3**, “*provide a variety of transportation and mobility options.*”

Allowing for the shopping center to expand and re-allocate space for future building and aesthetic improvements aligns with the City Council **Strategic Plan, Goal 4.3**, “*Grow and retain viable businesses.*”

**Budgetary Impact:**

N/A

**Recommendation:**

N/A

**Alternatives:**

N/A

**Attachment:**

- (1) Streets That Work Priority Corridors and Intersections Status

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## Priority Corridors

The following estimates assume an average of \$4,127/LF for streetscape improvements for the length of the corridor. This estimate is based on the avg. cost per LF of the E. High, Emmet, W. Main and Fontaine Ave Streetscapes.

Rank	Street name	Extent	Status Update	Cost Estimate	Funding Source
1	Elliott Ave	Ridge St to Burnet St	60% Design Complete, Limits of cemetery identified. Portions of sidewalk completed by developer	\$727,000 (TDG Estimate) \$1,638,400 AVG	Sidewalk CIP/funding for full streetscape not yet identified
2	9 <sup>th</sup> Street NE*	E Market St to E High St	E. High consultant selection process underway	\$5.6 Million **	Smart Scale
3	Ridge McIntire Road +	W Main St to Preston Ave	Corridor Study to be completed in 2017	\$1,650,800	CIP/Revenue Sharing
4	Preston Avenue	Harris St to McIntire Rd	BPSP grant application submitted for signalized intersections, but not awarded	\$5,777,800 4 <sup>th</sup> = \$165,000 Ridge = \$198,000 (BPSP)	Not identified
5	Preston Avenue	10 <sup>th</sup> St NW to Harris St	BPSP grant application submitted for signalized intersections. Tentative award for Grady (FY20)/Harris (FY22)	\$7,222,250 Grady=\$187,000 Harris= \$231,000 (BPSP)	VDOT BPSP
6	W Main St	14 <sup>th</sup> St NW to Ridge McIntire Rd	Phase 1 Engineering Underway. Smart Scale application submitted, but not awarded.	\$30 Million	Local funds for design/funding for streetscape not yet identified
7	E High St *	Lexington Ave to 9 <sup>th</sup> St NE	E. High consultant selection process underway	\$5.6 Million **	Smart Scale

8	10 <sup>th</sup> St NW	Wertland St to Preston Ave	ADA Access on 10 <sup>th</sup> St. Complete. 10 <sup>th</sup> /West to BID, 10 <sup>th</sup> /Wertland to be bid this summer	\$8,873,050 West = \$143,000 Wertland = \$85,000	CDBG, CIP - ADA
9	Ridge Street +	W Main St to Dice St	Corridor Study to be initiated in 2017	\$4,127,000	CIP/Revenue Sharing
10	E. High St.*	Lexington to Locust Ave	E. High consultant selection process underway	\$5.6 Million **	Smart Scale

**Streetscape Total: \$63,977,900**

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## Priority Intersections

The following estimates assume an average of \$5-6 million for major intersection reconfiguration. This is based on the recent estimates for the Barracks/Emmet intersection improvement. Estimates are based on average intersection cost and do not reflect specific configurations or needs at those particular intersections.

Rank	Intersection	Status Update	Cost Estimate	Funding Source
1	Grady Ave & Preston Ave	BPSP grant application submitted (includes pedestrian curb ramps, sidewalk, and markings) Tentative award (FY20)	Major improvements: \$5-6 million  \$187,000 (BPSP)	VDOT BPSP
2	5th St SW & Elliott Ave +	BPSP grant application submitted (includes pedestrian crossing improvements) Tentative award (FY22)	Major improvements: \$5-6 million  \$220,000	VDOT BPSP
3	Ridge St & Monticello Ave +	BPSP grant application submitted (includes curb extensions, ramps, bike lanes, bike boxes) Tentative award (FY20)	\$176,000 (BPSP)	VDOT BPSP
4	10th St NW & Preston Ave	BPSP grant application submitted (includes pedestrian crossing improvements) Tentative award (FY20)	Major improvements: \$5-6 million  \$187,000	VDOT BPSP
5	E Jefferson St and 9th St NE *	E. High consultant selection process underway	Included as part of E. High Smart Scale Above*	Smart Scale
6	Cherry Ave (Mid-Block between 5th St SW and Ridge St)	Continue to monitor with changing conditions from development.		Not identified
7	Ridge St & W Main St	West Main St. Phase 1 Engineering	Included as part of W. Main Streetscape Above*	Smart Scale application submitted/ local match

8	11th St NE & E High St	No progress	\$65,000	Possible private dev't contributions
9	Cherry Ave & 5th St SW	Completed		CDBG
10	E High St & 8th St NE	No progress	\$65,000	Not identified
		<b>Total w/Major Reconstruction</b>	<b>\$18,306,000**</b>	
		<b>Total w/Minor Improvements</b>	<b>\$900,000 **</b>	

\* Total costs do not include E. Jefferson/9<sup>th</sup> and Ridge/West Main intersections.

### *Other funded projects*

Intersection	Status Update	Cost Estimate	Funding Source
Emmet Streetscape	Design consultant selection underway	\$12.1 million	Smart Scale
Fontaine Avenue	RFP for design services underway	\$11.7 million	Smart Scale
Monticello Ave & 2 <sup>nd</sup> Street	BPSP grant application submitted (includes curb extensions, ramps, per SIA concept plan) Funding available FY22	\$308,000 (BPSP)	VDOT BPSP
Barracks/Emmet intersection	Grant application awarded. Awaiting project agreement from VDOT. Funding available FY22.	\$8.6 million	Smart Scale Round 2

**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



<b>Agenda Date:</b>	October 16, 2017
<b>Action Required:</b>	Report
<b>Staff Contacts:</b>	Maurice Jones, City Manager
<b>Presenter:</b>	Maurice Jones, City Manager
<b>Title:</b>	<b>Master Planner/Neighborhood Advocate Position</b>

**Background:**

Earlier this year, the City Council discussed the possibility of creating two positions to address identified needs in the City – one, a City Architect to provide developers with design guidance as they plan for future development and two, an Arts Director position, to serve as a liaison with the arts community and to assist with the implementation of the Cultural Arts Plan, which has been endorsed by both the City Council and the Albemarle County Board of Supervisors.

The Council decided to not move forward with the Arts Director position and instead directed staff to focus on working with the arts community to strengthen their capacity to implement the plan, which may include a significant investment on the part of the City.

After several discussions, the title and responsibilities for the City Architect position changed to a working title of “Master Planner/Neighborhood Advocate”. The position would be charged with enhancing community engagement, place-making and design. The Council voted to include \$120,000 in the Fiscal Year 2018 budget to fund the position.

In May of this year, the PLACE Design Task Force recommended “the newly formed position be tasked with the care and oversight of the future vision for the built environment, including long range planning, place-making and design for the City.” The task force also recommended that the position be responsible for the coordination of the City’s community engagement practices. In order to ensure proper oversight, the task force suggested the creation of a third Assistant City Manager’s position within the City Manager’s Office to oversee these efforts.

**Discussion:**

With the growth we continue to experience in the City and the pressure that growth places on our neighborhoods, staff believes there is a sound argument for enhancing the City’s efforts to engage both developers and residents alike in the development process. This new position will work closely with City staff across various departments to develop a comprehensive path to completion for projects, which will include neighborhood engagement and input. It is our hope that through effective engagement and communications, residents will feel as though they have

significantly contributed to the development process and their concerns have been heard, while developers will receive the clarity and direction they need to design and construct projects that will add quality developments to our City's built environment.

One aspect of community engagement that may also fall under the oversight of this new Assistant City Manager would be the supervision of the new Customer Relations Management (CRM) system, which will be launched in early 2018.

### **Alignment with City Council's Vision and Priority Areas:**

#### **Smart, Citizen-Focused Government:**

The delivery of quality services is at the heart of Charlottesville's social compact with its citizens. Charlottesville's approach to customer service ensures that we have safe neighborhoods, strong schools, and a clean environment. We continually work to employ the optimal means of delivering services, and our decisions are informed at every stage by effective communication and active citizen involvement. Citizens feel listened to and are easily able to find an appropriate forum to respectfully express their concerns.

#### **Economic Sustainability:**

Our community has an effective workforce development system that leverages the resources of the University of Virginia, Piedmont Virginia Community College, and our excellent schools to provide ongoing training and educational opportunities to our residents. We have a business-friendly environment in which employers provide well-paying, career-ladder jobs and residents have access to small business opportunities. The Downtown Mall, as the economic hub of the region, features arts and entertainment, shopping, dining, cultural events, and a vibrant City Market. The City has facilitated significant mixed and infill development within the City.

#### **Strategic Plan Areas:**

Goal 3: A beautiful and sustainable natural and built environment

Goal 4: A strong, creative and diversified economy

Goal 5: A well-managed and responsive organization

#### **Citizen Engagement:**

The PLACE Design Task Force discussed the creation of this position in the spring of this year. Staff has met with both developers and residents to receive input on the position. If Council directs staff to proceed, we will discuss the position at the City Manager's quarterly meeting with the Neighborhood Representatives on October 19.

#### **Budgetary Impact:**

The new position would require an estimated \$160,000 to cover salary, benefits and miscellaneous costs for an Assistant City Manager's position. The City currently has \$120,000 budgeted for the position, so there is adequate funding in the budget to cover the rest of this fiscal year's costs. The staff will however have to account for the difference in the budgeted position and the ACM position during the Fiscal Year 2019 budget process.

**Recommendation:**

Staff recommends approval of the creation of the new Assistant City Manager's position to oversee design development, place-making and community engagement.

**Alternatives:**

City Council could decide not to approve the position.

**Attachment:**

PLACE Design Task Force May 19<sup>th</sup> Memo to the City Council

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PLACE Design Task Force  
Memorandum  
March 16, 2017  
To: Maurice Jones City Manager  
Re: Strategic Design and Planning Position

On March 9, 2017 PLACE Design Task Force conducted its second round of discussions on the topic of what has colloquially been called The City Architect position. Though no formal recommendations as to how the City might proceed can be offered by PLACE at this time, we identify numerous principles and guiding values for consideration by the City Manager and Council.

1. The informal name currently being used is both misleading and not altogether representative of the issues at hand. Rather than suggesting that a sole individual in the form of an architect is the correct path forward we advise being more open about the potential decision. There might be a new department, or individuals added to several departments. Skill sets might be better found among planners or urban designers. The entire issue might be best resolved in the form of a commonly held, City-wide attitude about design, zoning and architecture where no new positions are created. Thus we think of the "title" more broadly and have begun to use terms such as; "Strategic Planning", or "Long Range Visioning" and so forth. We find it is crucial to focus on a city that is Human Centered and Place Based.
2. The presumption is we have a need to be filled not currently served by the City's structure or approach, that the several departments tasked with our planning objectives are not presently taking on the work of long range planning and design, that they are all but consumed with the work of reviewing plans and maintaining services, that we are reactive rather than proactive, that we are not taking a critical view of what lays ahead nor laying out objectives and methods to create a desirable future for our built environment. Recommendation #27 from the Efficiency Study Report describes the need for a new leadership position addressing these concerns.
3. This presumption is made alongside recognition of the work of the Comprehensive Plan. Whereas that effort is critical to our success it is often viewed as not fully suitable to capture the potential in how we realize the physical space of our public places. More can be done to focus on qualitative assessments, translating the goals of the Comprehensive Plan into "roadmaps" for a successful built environment. The new position or department can be charged with fleshing out the Comprehensive Plan, thinking of it as a living document for the entire City.
4. Emphasis is placed on taking a visionary approach to planning and design. We should establish a way to hold on to this vision and ensure all development adheres to and furthers the desired outcomes. This might involve additional oversight or review on the part of the new position or department.
5. As the City conducts its code audit and considers adoption of a From Based Code it is recognized that most cities with FBC's have a Code Administrator responsible for its application and interpretation. The considered position should be viewed as the curator of this code.

6. There are numerous departments already engaged in the work the city that deal with physical reality. These include, but might not be limited to, Neighborhood Development Services, Engineering, Economic Development, Parks & Recreation, Public Works and the Housing Authority. There are commissions and committees at work as well such as the Planning Commission, Board of Architectural Review, Redevelopment and Housing Authority, Tree Commission, Bike Ped Advisory Committee and PLACE. These groups conduct important work and perform well and coordinate in the form of the Development Review Team and Lead Team Meetings. It is viewed that these ties could be strengthened and the City might enjoy improved outcomes with more emphasis on interdisciplinary objectives.
7. Fitting a new position within our current City structure presents many questions. It might be best to create a position vision within NDS answering to the department head. It might be preferred to create a new Assistant City Manager role where oversight of the various departments resolves in one place of some authority. Another structure involves placing representatives within each department who are responsible for cross-group coordination and reporting. It might be necessary that the department has a direct line to City Council.
8. Engaging the community is paramount to success. Any new position or department must work with neighborhood representatives, developers and design professionals on an ongoing basis. Getting ahead of development is of the highest importance to ensure economic drivers and urban design goals are aligned. Looking at the City as series of neighborhoods with distinct issues and identifying important nodes of opportunity can be an important part of implementation.

Research supplemental to our discussions included discussion with:

Geoff Farrell - Form Based Codes Institute and principal at Farrell Madden.

Justin Filango - Planner, Arlington County

Alice Raucher- University Architect, UVa

Connie Warnock – Assistant University Architect, UVa

Chris Zimmerman – Smart Growth America

Andrew Gast-Bray- Albemarle County Director of Planning

Alex Ikefuna – Charlottesville Director of NDS

Maurice Jones – Charlottesville City Manager

Mike Murphy – Charlottesville Assistant Manager

Lisa Robertson – Charlottesville City Attorney

Additional discussions are planned with:

Marina Kouhry – Duane Plater Zyberk, Form Based Code Administrator for Kentlands

Marta Goldsmith – Form Based Code Institute

Karyn Gilvarg – Planning New Haven, Connecticut

**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



<b>Agenda Date:</b>	October 16, 2017
<b>Action Required:</b>	Resolution – Support of VDOT Transportation Alternative Program (TAP) Grant Application
<b>Presenter:</b>	Brian Daly, Director Parks and Recreation
<b>Staff Contacts:</b>	Chris Gensic, Parks and Trails Planner Parks and Recreation
<b>Title:</b>	<b>VDOT Transportation Alternative Program (TAP) Grant Application – Meadow Creek Valley Trail Bridge</b>

**Background:**

The City of Charlottesville, through the Parks and Recreation Department, is applying for \$375,000 of Transportation Alternative Program (TAP) grant funding through the Virginia Department of Transportation (VDOT) for design and construction of a bike/pedestrian bridge across Meadow Creek near the senior center on Greenbrier Drive as part of the approved Meadow Creek Valley park Master Plan.

**Discussion:**

The City is constructing the Meadow Creek Valley trail system to provide safe and convenient transportation and recreation options for bicyclists and pedestrians throughout the stream valley as identified in the Meadow Creek Valley Master Plan, adopted by City Council in 2013.

In the late 1990s, the Rivanna Trails Foundation constructed a timber bridge with a staircase at this location which was severely damaged by storms and finally removed as part of the Meadow Creek stream restoration project. After acquiring new parkland in this area and completion of the stream renovation project, a new bridge design will accommodate all users and provide needed access to the developing multi use trail along Meadow Creek. This will complete a critical trail link identified in the Master Plan and the adopted Bicycle and Pedestrian Plan for the City.

**Alignment with City Council’s Vision and Strategic Plan:**

This project supports City Council’s “Green City” vision as well as the “Connected Community” vision, and aligns with Goal 2 in the Strategic Plan of being a healthy and safe community

**Community Engagement:**

Charlottesville Parks and Recreation provided multiple opportunities for the public to provide input into the planning process for the Meadow Creek Valley. Six (6) separate public meetings were held during the planning process, beginning in September of 2012. These meetings included a general informational overview and process review meeting, a formal public hearing in front of the Parks and Recreation Advisory Board, and a public hearing in front of City Council in June of 2013.

Additionally, throughout the process, citizens could provide their input and comments through multiple avenues of communication. A dedicated website was established to provide updates to the community throughout the planning process, and a dedicated e-mail address and a dedicated phone line where citizens could leave their input via a phone message were also established.

**Budgetary Impact:**

There is no impact on the General Fund. The local match source of \$75,000 is the Trails Account in the Capital Improvement Program (CIP). The funds will be expensed and reimbursed to a Grants Fund.

**Recommendation:**

Staff recommends approval of the resolution in support of the grant application.

**Alternatives:**

If grants funds are not received, the project shall need to be deferred until additional local funds are available.

**Attachments:**

Resolution, Map

**RESOLUTION**  
**Transportation Alternatives Project Endorsement**

**WHEREAS**, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation to establish a Transportation Alternatives project in the City of Charlottesville.

**NOW, THEREFORE BE IT RESOLVED**, that the City of Charlottesville requests the Commonwealth Transportation Board to establish a project for the improvement of the Meadow Creek Valley Trail Bridge.

**BE IT FURTHER RESOLVED** that the City of Charlottesville hereby agrees to provide a minimum 20 percent matching contribution for this project.

**BE IT FURTHER RESOLVED** that the City of Charlottesville hereby agrees to enter into a project administration agreement with the Virginia Department of Transportation and provide the necessary oversight to ensure the project is developed in accordance with all state and federal requirements for design, right of way acquisition, and construction of a federally funded transportation project.

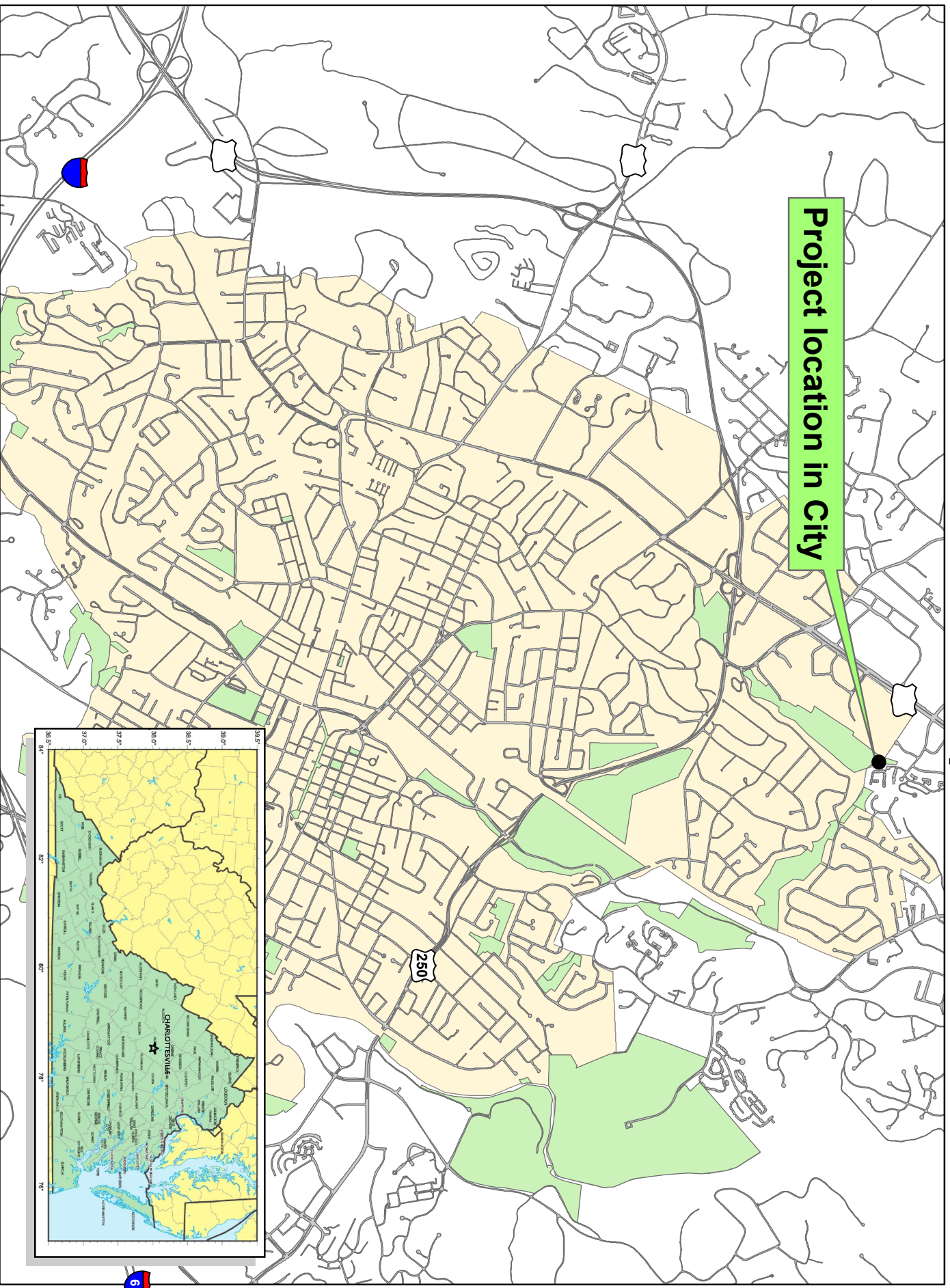
**BE IT FURTHER RESOLVED** that the City of Charlottesville will be responsible for maintenance and operating costs of any facility constructed with Transportation Alternatives Program funds unless other arrangements have been made with the Department.

**BE IT FURTHER RESOLVED** that if the City of Charlottesville subsequently elects to cancel this project the City of Charlottesville hereby agrees to reimburse the Virginia Department of Transportation for the total amount of costs expended by the Department through the date the Department is notified of such cancellation. The City of Charlottesville also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration.

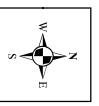
Adopted this 16<sup>th</sup> day of October, 2017  
Charlottesville, Virginia

By: \_\_\_\_\_  
Attest

# Meadow Creek Bridge and Trail Proposal - Charlottesville, VA Location Map



Project location in City



**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



<b>Agenda Date:</b>	October 16, 2017
<b>Action Required:</b>	Resolution – Support of VDOT Transportation Alternative Program (TAP) Grant Application
<b>Presenter:</b>	Brian Daly, Director Parks and Recreation
<b>Staff Contacts:</b>	Chris Gensic, Parks and Trails Planner Parks and Recreation
<b>Title:</b>	<b>VDOT Transportation Alternative Program (TAP) Grant Application – U.S. 250 Bypass Trail</b>

**Background:**

The City of Charlottesville, through the Parks and Recreation Department, is seeking a Grant of \$500,000 via the VDOT Transportation Alternative Program. If awarded, this grant funding will augment current TAP grant funds received by the City. The funds will be used for the construction of the U.S. 250 bypass trail from the Dairy Road Bridge to Hydraulic Road. The additional Grant funds will make up the difference between the original project cost estimate and the final engineered cost projection.

**Discussion:**

The City is constructing the U.S. 250 Bypass commuter path to provide safe and convenient transportation options for bicyclists and pedestrians to connect the John Warner Parkway and Hydraulic Road, a connection long envisioned in the City’s Bicycle and Pedestrian Master Plan. Staff has completed and approved designs and an existing TAP grant for this project, funded for \$468,823.

After final design and engineering was completed the final cost estimate for the project is \$1,114,949. To ensure adequate funding is available to bid the project and complete this important link, additional TAP grant funds are sought to leverage local funds with federal funds. This trail is the primary east-west corridor for the City’s main transportation trail network and is part of the publically developed and adopted Bicycle and Pedestrian Plan for the City.

**Alignment with City Council’s Vision and Strategic Plan:**

This project supports City Council’s “America’s Healthiest City” vision as well as the “Connected Community” vision, and aligns with Goal 3 in the Strategic Plan of a beautiful and sustainable natural and built environment

**Community Engagement:**

Charlottesville Neighborhood Development Services has provided multiple opportunities for the public to provide input into the planning process to develop the Bicycle and Pedestrian Plan, which is a component of the Comprehensive Plan. The Bike/Ped advisory committee also endorses this trail project. The plan was adopted in a public hearing in front of City Council.

**Budgetary Impact:**

There is no impact on the General Fund. The local match source of \$100,000 is from the Trails Account (\$50,000) and the Bicycle Pedestrian Account (\$50,000) in the Capital Improvements Program (CIP). The funds will be expensed and reimbursed to a Grants Fund.

**Recommendation:**

Staff recommends approval of the resolution in support of the grant application.

**Alternatives:**

If grants funds are not received, the project shall need to be deferred until additional local funds are available.

**Attachments:**

Resolution, Map



**RESOLUTION**  
**Transportation Alternatives Project Endorsement**

**WHEREAS**, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation to establish a Transportation Alternatives project in the City of Charlottesville.

**NOW, THEREFORE BE IT RESOLVED**, that the City of Charlottesville requests the Commonwealth Transportation Board to establish a project for the improvement of the Route 250 Bypass Commuter Path.

**BE IT FURTHER RESOLVED** that the City of Charlottesville hereby agrees to provide a minimum 20 percent matching contribution for this project.

**BE IT FURTHER RESOLVED** that the City of Charlottesville hereby agrees to enter into a project administration agreement with the Virginia Department of Transportation and provide the necessary oversight to ensure the project is developed in accordance with all state and federal requirements for design, right of way acquisition, and construction of a federally funded transportation project.

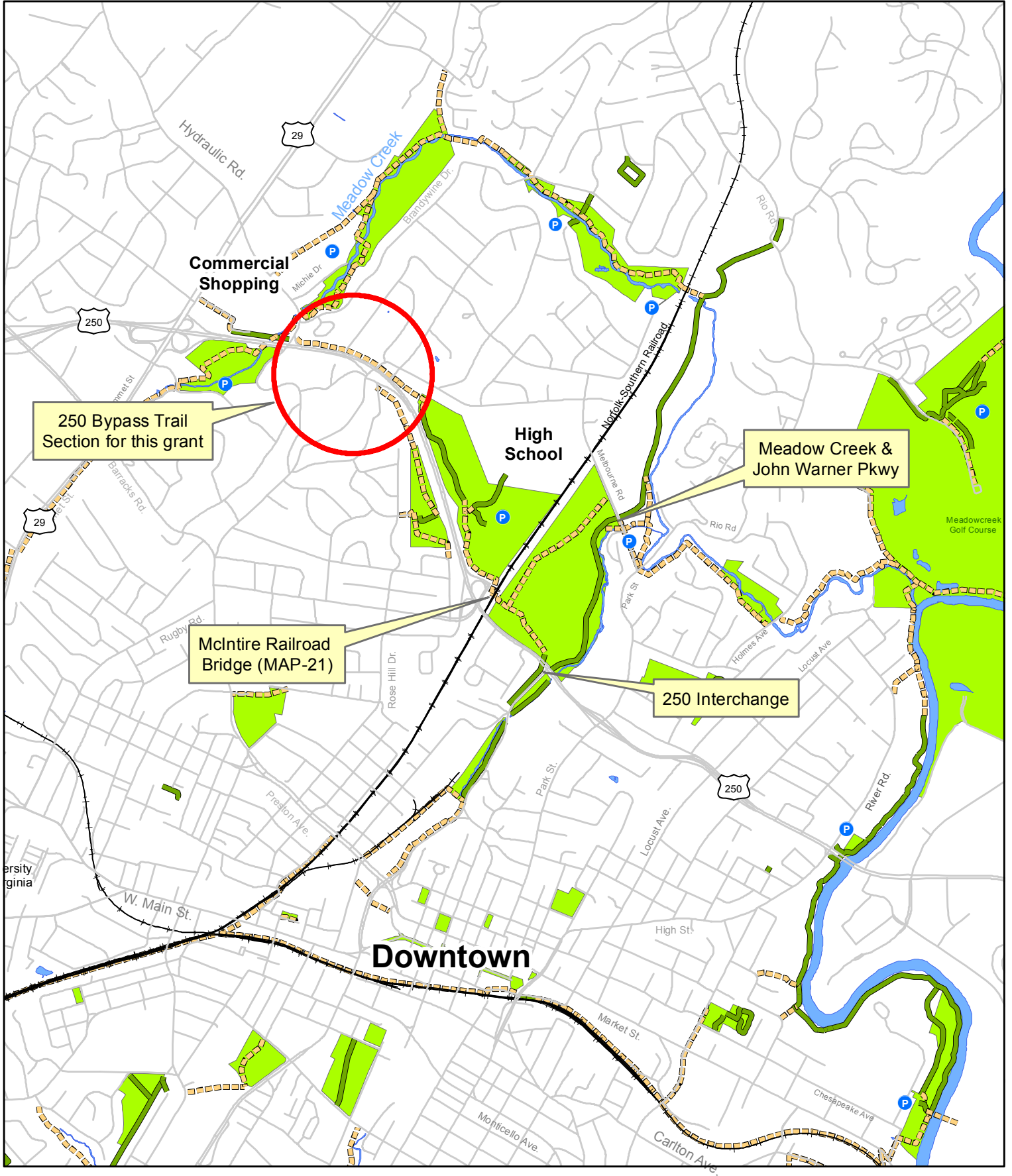
**BE IT FURTHER RESOLVED** that the City of Charlottesville will be responsible for maintenance and operating costs of any facility constructed with Transportation Alternatives Program funds unless other arrangements have been made with the Department.

**BE IT FURTHER RESOLVED** that if the City of Charlottesville subsequently elects to cancel this project the City of Charlottesville hereby agrees to reimburse the Virginia Department of Transportation for the total amount of costs expended by the Department through the date the Department is notified of such cancellation. The City of Charlottesville also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration.

Adopted this 16th day of October, 2017  
Charlottesville, Virginia

By: \_\_\_\_\_  
Attest

# Route 250 Bypass Commuter Trail Location Map - Overall Network



250 Bypass Trail  
Section for this grant

Meadow Creek &  
John Warner Pkwy

McIntire Railroad  
Bridge (MAP-21)

250 Interchange

Downtown

